



EUROPEAID/125350/C/SER/MULTI

**TRACECA CIVIL AVIATION
Safety Security & Environment Project**

Ref. Contract ENPI 2008/150-669

PROGRESS REPORT N°4

February 2011



VERSION CONTROL

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VISAS


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TABLE OF CONTENTS

VERSION CONTROL	2
DISTRIBUTION LIST	4
ACRONYMS	5
 1. INTRODUCTION	 6
 2. PROJECT SYNOPSIS & LOGFRAME	 7
2.1 Project synopsis	7
2.2 Project Logical Framework	10
 3. PROJECT SUMMARY STATUS	 14
3.1 Summary of project progress during the reporting period (1/08/2010 to 31/01/2011)	14
3.2 Summary of project progress since the start	15
3.3 Summary of project activities planned during the next reporting period (1/02/2011 to 31/07/2011)	17
3.4 Summary of project remaining activities	18
 4. PROGRESS & ACTIVITIES	 19
4.1 Project progress in reporting period	19
4.2 Deviations in activity schedule since last Progress Report	29
4.3 Activities planned for next reporting period	31
 5. TABLES	 36
5.1 Schedule	37
5.2 Resource used	39
5.3 Outputs	40
 6. ANNEXES	 41
6.1 Management training programme	41
6.2 Technical Assistance Planning	41
6.3 Minutes of 2 nd Steering Committee Meeting	41
6.4 Presentation to TRACECA Secretary General and Team Leaders, December 8 th in Brussels	41
6.5 Training statistics – Since project start / during the reporting period (08/2010 to 01/2011)	41
6.6 Newsletter nr 2	41

DISTRIBUTION LIST

Table 1: List of distribution

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TRACECA Permanent Secretariat in Baku	Ms Iuliana STASIUC	1	1	1
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Europa House - Uzbekistan	Ms. Larissa TASHKHODJAEVA	1	1	1

ACRONYMS

AIRW	Airworthiness
ANSP	Air Navigation Service Providers
AOC	Aircraft Operator Certificate
ATC	Air Traffic Control
ATM	Air Traffic Management
CAA	Civil Aviation Authority
CIS	Commonwealth of Independent States
EASA	European Aviation Safety Agency
EC	European Commission
ECAC	European Civil Aviation Conference
ENPI	European Neighbourhood Policy Instrument
ENV	Environmental Issues
ETS	Emission Trading Scheme
EU	European Union
IAC	CIS Interstate Aviation Committee (also known as MAK ¹)
IATA	International Air Transport Association
ICAO	International Civil Aviation Organisation
MAK	CIS Interstate Aviation Committee (Russian acronym for IAC)
MoT	Ministry of Transport
MoTC	Ministry of Transport and Communications
NIS	New Independent States
NSA	National Safety Agency
OJT	On Job Training
OPS	Air Transport Operations
OVI	Objectively Verifiable Indicators
PEL	Personnel Licensing
SMS	Safety Management System
SSE	Safety, Security and Environment
TA	Technical Assistance
TRACECA	Transport Corridor Europe Caucasus Asia

¹ "Межгосударственный авиационный комитет". The Interstate Aviation Committee (IAC) is formed on the basis of the intergovernmental Agreement on Civil Aviation and Air Space Use, signed on 30.12.91 by Azerbaijan, Armenia, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Russian Federation, Tajikistan, Turkmenistan, Uzbekistan and Ukraine.

1. INTRODUCTION

This document is the 4th Progress Report delivered in the frame of the “TRACECA Civil Aviation Safety, Security and Environment” project according to the Terms of Reference (chap. 7.1) and the General conditions of the Contract (art.26).

It is issued 2 years after the contract coming into force which happened in February 2009 and six months after last progress report.

It covers the period from 31st July 2010 (T0+18) to 1st February 2011 (T0+24).

The document includes:

- A **narrative section** (Chapters 2 to 4) which provides an overview of the project and describes the activities done during the period covered as well as the activities planned in the next 6-month period.
- A **tabular section** (Chapter 5) which gives information on the manpower used (Core Team and Short Term Experts) and the expenditure spent (Air Tickets, Per-diem and other expenses) during the covered period and from the beginning of the Project.
- A **set of annexes** (Chapter 6) which gather significant documents (Minutes, Reports, ...) issued by the Project Team during the covered period

2. PROJECT SYNOPSIS & LOGFRAME

2.1 Project synopsis

Project Name:

TRACECA Civil Aviation Safety, Security and Environment Project
Reference EUROPEAID/125350/C/SER/MULTI
Contract ENPI 2008/150-669

Beneficiary countries:

Direct – Armenia, Azerbaijan, Georgia, Kazakhstan, the Kyrgyz Republic, Moldova, Tajikistan, Ukraine, Uzbekistan

Indirect – Bulgaria, Romania, Turkey

Overall Objective:

Improve air transport safety and security in the EC neighbouring countries and the Central Asian countries, in line with international and European standards in the field of civil aviation.

Specific Objectives:

- ✓ Introduce aviation personnel (in the sectors of safety, security and environment of the beneficiary countries) from the administration and from operators to the requirements of international conventions, resolutions and standards of the EU/EASA (European Aviation Safety Agency) and of ICAO (International Civil Aviation Organisation).
- ✓ Provide aviation personnel (in the sectors of safety, security and environment of the beneficiary countries) from the administration and from operators with improved knowledge, skills and capacities in the relevant technical sectors.
- ✓ Strengthen the administrative capacity of the civil aviation authorities of the beneficiary countries to further develop and to fully implement international and, where relevant, European safety standards (EU-OPS, maintenance standards, occurrence reporting and just culture, oversight tools).
- ✓ Prepare the authorities of the beneficiary countries for closer relations with (Central Asia) or integration (Caucasus, Moldova, Ukraine) to Pan-European aviation structures.
- ✓ Provide support measures in the context of negotiations between beneficiary countries and the European Union on aviation agreements in the fields of safety and security, and in the context of safety discussions (blacklist).
- ✓ Promote closer regional cooperation between the aviation administrations of the beneficiary countries to optimise the use of scarce resources.

Requested outputs:

1. A complementary assessment and updated analysis of the situation is provided for the aviation sectors of safety, security and environment in each country.

2. A programme of training courses is implemented for aviation personnel from the administrations and operators (in the sectors of safety, security and environment) of the beneficiary countries, to strengthen their technical skills and their English language knowledge in the relevant areas.

3. A capacity-building programme in aviation safety, security and environment management systems is implemented and specific expertise support is provided, in order to develop the necessary regulatory frameworks, technical and institutional conditions, regional management and monitoring systems in line the requirements of international conventions, resolutions, recommendations and standards of the EU/EASA (European Aviation Safety Agency) and of ICAO (International Civil Aviation Organisation).

Regional and international study tours will be organised for aviation personnel (in the sectors of safety, security and environment) of the beneficiary countries, allowing networking and demonstrating the application of best practices of knowledge, skills and capacities.

4. An awareness, communication and visibility programme is defined and implemented for all aviation safety, security and environment components of the project.

Activities:

For production of the above outputs, the following activities will be implemented, divided into 4 Work Packages (WP):

WP1

- Assessment of current situation (safety, security & environment)
- Assessment of training institutions capacity
- Establishment of the Work Plan

WP2

- Provision of training (safety, security & environment)
- Provision of English language courses

WP3

- Organisation of management capacity-building courses to managers
- Provision of expertise support to managers (safety, security & environment)
- Organisation of study tours for managers

WP4

- Implementation of communication plan
- Organisation of regional meetings

Target Groups:

Management, technical, operational and instructional personnel working in the safety, security and environmental areas of:

- ✓ The Civil Aviation Departments in the Ministries of Transport;
- ✓ The Civil Aviation Authorities or other Authorities concerned with Regulation, Safety Oversight and Accident Investigation.
- ✓ The Operational, technical and administrative departments of airports;
- ✓ The Operational, technical and administrative departments of airlines;
- ✓ The Instructional and administrative departments of those training centres, academies, schools etc. that are concerned with aviation disciplines

Recipient authorities:

The recipient authorities in the Beneficiary countries are the Ministries of Transport, other state entities involved in Civil Aviation when relevant (Ministry of Finance, Ministry of Justice, etc ...) and

the national Civil Aviation Authorities. In the limits of reasonable availabilities, industry will also be invited to join the activities (events, trainings ...), namely air operators, maintenance & repair organisations, training institutions and design/manufacturing organisations where applicable.

Project starting date: 2 February 2009

Project duration: 36 months

Project main office: Kiev, Ukraine

2.2 Project Logical Framework

	Description	Indicators	Source of Verification	Assumptions
Overall Objective	Improve air transport safety and security in the EC neighbouring countries and the Central Asian countries, in line with international and European standards in the field of civil aviation.	<ul style="list-style-type: none"> - Accident rates - Security incidents at airports, in flight security incidents - ICAO compliance - SAFA findings 	<ul style="list-style-type: none"> - ICAO and IATA statistics - List of carriers subject to operating ban within the EU - European Commission audits 	
Purpose	<p>A. Introduce aviation personnel (in the sector of SSE) from the administration and operators to the requirements of international conventions, resolutions and standards of EASA and of ICAO</p> <p>B. Provide aviation personnel (in the sector of SSE) from the administration and operators with improved knowledge, skills and capacities in the relevant technical sectors</p> <p>C. Strengthen administrative capacity of the local CAAs to further develop and to fully implement international and, where relevant, to European safety standard</p> <p>D. Prepare local authorities for closer relations with (Central Asia) or integration (Caucasus, Moldova, Ukraine) to Pan-European aviation structure</p> <p>E. Provide support measures in the context of negotiations between beneficiary countries and European Union on aviation agreements in the fields of safety and security, and in the context of safety discussions (<i>blacklist</i>)</p>	<p>Beneficiaries' feedback</p> <p>Training statistics (Nr of courses, training days, participating countries, trainees, trainee.days, average attendance)</p> <p>Level of adoption of ICAO and where relevant European safety standard in national regulation National Training program</p> <p>By end of WP 3</p> <p>Availability of measures by end of WP 3</p>	<p>Steering Committee Meetings minutes</p> <p>Progress Reports</p> <p>EU reviews and Audits</p> <p>- EU reviews and Audits</p> <p>- Agreements signed or in progress with EU / EASA</p> <p>Provided by beneficiary countries</p>	<p>Sustainability in common regional priorities is achieved in order to lead to the implementation of the project and full technical and logistic support Continued support to the project's objectives at the level of decision-making in the beneficiary countries</p> <p>Enforcement of regulation and quick implementation of legislation</p>

	F. Promote closer regional cooperation between the aviation administrations to optimise the use of scarce resources	Edition of submitted possible cooperation – Workshop reports including cooperation promotion	Regional cooperation projects by end of WP 3	Regional policy emergence to implement cooperation and regional management
Results	<p>1. A complementary assessment and updated analysis of the situation provided for the aviation sectors of SSE in each country. (Inception phase)</p> <p>2. A programme of training courses implemented for aviation personnel from the administrations and operators to strengthen their technical skills and English knowledge in the relevant areas. (for Purposes A & B)</p> <p>3. A capacity-building programme in management systems implemented and specific expertise support provided, in order to develop the necessary regulatory frameworks, technical and institutional conditions, regional management and monitoring systems in line the requirements of international conventions, resolutions, recommendations and standards of EASA and of ICAO. (for Purposes A, C, D, E & F)</p> <p>Study tours organised for aviation personnel, allowing networking and demonstrating the application of best practices (for Purposes C, D & F)</p> <p>4. An awareness, communication and visibility programme defined and implemented for all aviation safety, security and environment components of the project. (for Purpose A)</p>	<p>Full report delivered by the end of WP 1 with a Need Analysis for each country in the areas of SSE and an analysis of the capacity of the aviation training institutions of each country</p> <ul style="list-style-type: none"> - Training Programme - Delivery of courses - Management Training Programme - Technical Assistance Plan - Actual delivery of Management Courses - Actual completion of TA missions - Actual conduction of 2 study tours <p>Internet site updates, publications, seminars and meetings performed</p>	<p>Survey visit report delivered to EU Delegation, Traceca General Secretary and relevant countries</p> <p>Events completion as per Progress Reports or Website</p> <p>Events completion as per Progress Reports or Website</p> <p>Events completion as per Progress Reports or Website</p> <ul style="list-style-type: none"> - Progress Reports - Consultation of the website - Reception of the Newsletters 	<p>Low turn-over of trained personnel</p> <p>Continuity of same management Officers throughout the project</p> <p>Willingness to develop and implement the international standard tools</p>

Activities		Resources/Means	Budget	
	<p><u>Work Package 1: Assessment and analysis</u></p> <p>1.1 Conduct visits in all beneficiary countries, assess needs and deliver a job task analysis in the area of SSE, a training need analysis and a training gap analysis</p> <ul style="list-style-type: none"> . Define the training program and select personnel for the training program . Define the study tour program . Define communication tools <p>1.2 Analysis of the capacity of the aviation training institutions of each country.</p>	<p>KE + short term experts</p> <p>Approved by EC PM</p> <p>Approved by EC PM</p>	<p>Ref. Financial Proposal</p>	<p>Availability of all documentation in time</p> <p>Willingness of the training institutions to cooperate</p>
	<p><u>Work Package 2: Technical training and capacity building</u></p> <p>2.1 Technical courses</p> <p>2.2 English Language courses for Aviation purpose (for Result B)</p>	<p>KE + short term experts</p> <p>Local training institutes</p>		<p>Relevant administrations, local transport operators and airport authorities are willing and ready to participate to the project through ad hoc working sessions</p> <p>Availability of trainees</p>
	<p><u>Work Package 3: Capacity building in management and expertise support</u></p> <p>3.1 Capacity-building</p> <p>3.2 Specific expertise support</p> <p>3.3 Study tours</p>	<p>Short term experts + local training institute</p> <p>KE + short term experts</p>		<p>Availability of all general management personnel</p> <p>Local willingness to join the international standards</p>

	<p><u>Work Package 4: Awareness and communication programme</u></p> <p>Implementation of the communication plan</p> <p>National meetings organization</p> <p>Regional seminars organization</p>	<p>PM + KE</p> <p>Local administration + KE</p> <p>KE + external speakers (ICAO, EASA...)</p>	<p>Existence of efficient communication channels at destination of targeted population</p> <p>Levels and time window of external speakers availability to be involved in seminars and workshops known in advance for planning activities</p>
	<p><u>Permanent Management and Reporting</u></p>	<p>PM</p> <p>Project office in Kiev</p> <p>Egis Avia support facilities in Paris</p> <p>High availability of experts and competences within the Egis Avia-led consortium</p>	<p>Continuity of same Liaison Officer on EC side throughout the project strongly preferable</p> <p>Availability of designated EC Liaison Officer for informal coordination</p>

3. PROJECT SUMMARY STATUS

The present Chapter provides summarised lists of completed and remaining activities, with focus on those conducted in the reporting period or planned for the next reporting period. Such past and upcoming activities are described in more details in Chapter 4 hereafter.

3.1 Summary of project progress during the reporting period (1/08/2010 to 31/01/2011)

WP2 - Training and capacity-building

- Technical Training Courses completed (last session delivered 1 to 5/11 in Kiev), with delivery of:
 - Course 7/OPS from 30.08 to 03.09 in Kiev
 - Courses 6/SEC+7/SEC from 21.09 to 01.10 in Tbilisi
 - Course 1/SEC from 11.10 to 18.10 in Kiev
 - Courses 5/ENV, 6/ENV, 10/ENV from 25.10 to 28.10 in Kiev
 - Course 6/FCL from November 01.11 to 05.11 in Kiev

WP3 - Capacity-building in management and expertise support

- Management training programme
 - The Management Courses programme was reviewed and up-dated during a Short Term mission conducted in Kiev October 12th to 15th, resulting in the attached programme and planning (Re attached Annex 6.1). Training organisations were selected and contracts agreed;
 - Delivery of the Management Courses started with delivery in Kiev of course 1/MNG - Strategies of Managing Institutional Organisations on 10-14 January 2011.
- Provision of Specific Expertise Support:
 - The Technical Assistance Planning was finalised in October (Re attached Annex 6.2). The proposed actions result from an initial list proposed with standard options, tailored afterwards to the country needs through direct discussions (phone) with each Beneficiary;
 - A Technical Assistance mission to Georgia was conducted on 15 November 2011. The purpose of this high level technical assistance mission was to improve the institutional framework of the Georgian CAA. The Technical Assistance team was composed of Thibault Raison, Kakhi Kvatashidze and Claude Probst as ST experts. A mission report was issued in December 2010 and transmitted to the Georgian authorities;
 - A visit to Manchester airport was organised for 5 Ukrainian Security officials. The purpose of the study tour was to provide expert's support to Ukraine in preparing the 2012 European Football championships in terms of aviation security issues. The visit was conducted on 15 – 19 November 2010. The participants included 4 airport managers and 1 security manager from the Ukrainian CAA. They were accompanied by the Security expert Mr Peter Cooper assisted by Ms Olesya Tatarnikova from the Core Team;
 - A Technical Assistance mission to Kyrgyzstan was conducted on 17-28 January 2011. The purpose of the mission was to contribute to improvement of the National institutional framework and reviewing the "black list" issues.

WP4 - Safety, security and environment visibility, awareness and communication programme

- The website <http://www.tracecacivilaviation.org/> is being kept up to date on a monthly basis. The outcomes, relevant reports and presentations done during the events are mentioned on the site and made accessible in PDF format by links on the event pages. Concerning the Training sessions, the information published on the site is limited to dates, venue, attendance and purpose of each session. Links are provided to the course programme, but the training materials are exclusively given to the participants;
- Newsletter nr 2 was issued and distributed (12/11/2010) in English and Russian versions. Newsletter nr 3 is under preparation. It will be ready and finalised after the 3rd Steering Committee Meeting.

Management & coordination

- Meetings and reports
 - The 2nd Steering Committee meeting was held in Tbilisi, 16 September 2010 (re. attached minutes in Annex 6.3);
 - Preparation started for next Steering Committee Meeting planned 24 February in Kiev;
 - The Team Leader and Project Manager visited DG-MOVE on 8 December 2010 for providing a Project Presentation to Mr Klaus Winkler and Ms Christina Vartsos, replacements of Mr Johannes Baur;
 - A meeting was held between TRACECA Secretary General and Team Leaders at DEVCO in Brussels, on 8 December 2010, organised by DEVCO (Ms Barbara Bernardi). The Project was represented there by Team Leader Mr Louis Gerlin and Project Manager Mr Tibault Raison, who made the attached Project Presentation (re. Annex 6.4);
 - A memo was prepared on the Project situation focused on Azerbaijan, in view of the visit of Mr Henrik Hololei, Head of Cabinet of commissioner Kallas and Mrs Ülle Lõhmus, member of the Cabinet, to Baku on 22-26 January 2011.
- Core Team
 - Mr Arthur Lieuwen was approved as long-term Environment Key Expert, in replacement of Ms Ayçe Celikel.

3.2 Summary of project progress since the start

WP1 - Assessment of the aviation sector in the beneficiary countries

- Completed

WP2 - Training and capacity-building

- Technical Training plan done
- General English Training completed²
- Technical English Training Courses completed
- Technical Trainings courses completed
 - In the area of SAFETY: 22 courses completed out of 22
 - In the area of SECURITY: 6 courses completed out of 6
 - In the area of ENVIRONMENT: 9 courses completed out of 9

WP3 - Capacity-building in management and expertise support

² Except Uzbekistan. They were systematically invited to all the Project events and training courses, but no reply was ever received from them.

- Management capacity-building:
 - Management Training Programme started
 - Following Meetings and Regional events held
 - Opening Seminar held in Kiev, 27 -28 October 2009
 - Stakeholders from Beneficiary Countries invited by the Project to participate to an International EASA Legal Workshop held in Brussels, 12 – 14 October 2009 (workshop organised by EASA)
 - Seminar on Environment held 14 - 15 December 2009 in Istanbul, Turkey on the ETS (Emission Trading Scheme)
 - 5 participants representing 4 Project's beneficiary countries were invited by the Project to EASA International Cooperation Forum in Dubai (UAE), 27-29 April 2010 (forum organised by EASA)
 - Stakeholders from Beneficiary Countries were invited by the Project to participate to the ECAC Aviation Training Conference held in Istanbul, 24-25 June 2010 (event organised by ECAC)
 - Stakeholders from the 5 former JAA Beneficiary Countries were invited by the Project to participate to the EASA Pan-European Partner Workshop held in Cologne, 29-30 June 2010 (workshop organised by EASA)
- Provision of Specific Expertise Support:
 - TA in the area of Safety conducted 5 11 December 2009??? for Technical Assistance to the Kyrgyz Republic
 - TA in the area of Security conducted 11-14 May 2010 in Moldova: assistance to preparation of up-coming ICAO audit, and to implementation of body-scanners
 - TA in the area of Security conducted 28 May – 4 June 2010 in Armenia: assistance for preparation of up-coming ICAO audit and implementation of body-scanners and bespoke additional training
 - TA in the area of Environment conducted on ETS 26-27 July 2010 in Tbilisi for Georgian and Armenian participants
 - TA in the area of Environment conducted on ETS 29-30 July 2010 in Kiev for Ukrainian and Moldovan participants
 - TA in the area of Safety conducted in Georgia 15 -19 November 2010 to contribute to improvement of the institutional framework of the Georgian CAA (transition to an autonomous agency)
 - TA in the area of Security: visit to Manchester airport organised for 5 Ukrainian Security officials, in view of preparing the 2012 European Football championships
 - TA in the area of Safety conducted in Kyrgyzstan on 17-28 January 2011, to contribute to improvement of the National institutional framework and reviewing the "black list" issues.

WP4 - Safety, security and environment visibility, awareness and communication programme

- Development of the Communication Plan completed
- TV Broadcast of the Opening seminar. Diffusion of the interview on national Ukrainian TV
- TV Broadcast of the Coordination Meeting with ICAO EUR/NAT office officials and Ministry of Economical Development of Georgia. Diffusion of the interview on national Georgian TV
- Communication plan implementation: Website in use. Info on all past and up-coming activities published
- Communication plan implementation: Newsletters nr 1 & 2 issued, nr 3 in preparation

Management & coordination

- Project office installed in Kiev

- Inception Report, Progress Reports nr 1, 2 and 3 were finalised and issued. Progress Report nr 4 is ready in Draft version
- The Security expert attended ICAO's conference held in Montreal (21 - 22 September 2009) on APIS (Advance Passenger Info Systems)
- The following meetings were held:
 - with DG-MOVE (Brussels), EASA (Cologne) and kick off meeting at the EU Delegation in Kiev
 - with the South Ring project (9 TRACECA countries), Twinning project (Ukraine) and the TEN-T project (Ukraine) to ensure coordination
 - with DG-MOVE in Brussels for discussing the issues for the countries with carriers on the list of airlines banned within the EU. The purpose was to draw a general picture and decide more specifically what support actions can be provided as per WP3
 - in Brussels for TRACECA coordination meetings (c/o DEVCO)
 - with TRACECA General Secretariat for formal coordination
 - with the Project Stakeholders for general organisation and organisation of a Steering Committee
 - in Paris with ICAO Regional EUR/NAT office
 - with the Ministry of Economy, United Transport Administration and Twinning Project Team in Georgia for coordination
 - with the Ministry of Economy, United Transport Administration and ICAO Regional EUR/NAT office in view of reforming the CAA and strengthening the institutional framework as well as safety oversight capacity of the CAA of Georgia
- 1st and 2nd Steering Committee meeting were held with the Project Stakeholders. The 3rd is under preparation
- A memo was prepared on the Project situation focused on Azerbaijan, in view of the visit of Mr Henrik Hololei, Head of Cabinet of commissioner Kallas and Mrs Ülle Lõhmus, member of the Cabinet to Baku on 22-26 January 2011.
- The Core Team was reduced to 4 experts from the 22nd of June 2010 and includes Team Leader/Safety expert, Deputy Team Leader, Security expert and Environment expert. Environmental expert Ms Ayçe Celikel was replaced by Mr Arthur Lieuwen.

3.3 Summary of project activities planned during the next reporting period (1/02/2011 to 31/07/2011)

WP3 - Capacity-building in management and expertise support

- Continue and complete delivery of Management Training Courses
 - Management of International Organisations (MNG): 6 courses out of 7
 - Training on Human Resources: to be defined
 - Information Technologies Support (ITS): to be confirmed (8 courses out of 8)
- Provision of Specific Expertise Support:
 - TA in Safety to Moldova: Part 66 license conversion procedure
 - TA in Safety to Tajikistan: High level technical assistance mission to assist to improve the institutional framework
 - TA in Security to Tajikistan: assistance to preparation of future ICAO audit, and to introduction of new security systems
 - TA in Safety to Ukraine: Further implementations (On Job Training) in Flight Crew Licensing
 - TA in Safety to Moldova: CAP writing based on EASA standardisation mission

- TA in Safety to Azerbaijan: i). Part 66 "Part 66 license conversion procedure", ii). Investigation of Accidents and incidents, Training programme for investigators, iii). CAP writing based on EASA standardisation
- TA in Safety to the Kyrgyz Republic: Support to the CAA for writing their Procedures and Handbooks
- TA in Safety to Kazakhstan (subject to content confirmation): i). Development of flight safety and security checklists, ii). Development of Risk assessment criteria for civil aviation, iii). Generic Safety Manual for Airline Operators, ANSP and Airport operators, iv). Development of Regulatory requirements for performing search and rescue operations in Kazakhstan
- TA in Safety to Armenia: assistance to define their State Safety Programme (SSP)
- TA in Environment on ETS in Baku for Azerbaijan, Kazakhstan, Kyrgyz Republic and Tajikistan
- Organise and conduct Study tours to visit relevant organisations in the EU:
 - 1 Study tour planned in Cologne-Paris-Toulouse
 - 1 Study tour planned in Poland

WP4 - Safety, security and environment visibility, awareness and communication programme

- Communication plan implementation: Feed / up-date the Website, and keep the TRACECA General Secretariat informed of the up-dates
- Communication plan implementation: Issue Newsletter nr 3 in English and Russian versions, and prepare Newsletter nr 4

Management & coordination

- Hold 3rd Steering Committee meeting in Kiev on 24 February, 2011
- Continue coordination meetings with other projects, particularly twinning projects in Georgia and in Armenia.
- Issue Progress Report nr 4, and prepare Progress Report nr 5

3.4 Summary of project remaining activities

WP3 - Capacity-building in management and expertise support

- Provide remaining Specific Expertise Support missions (Technical Assistance)
- Continue and complete Management Training programme
- Prepare and conduct study tours

WP4 - Safety, security and environment visibility, awareness and communication programme

- Communication plan implementation: Keep Website up to date
- Communication plan implementation: issue next Newsletters
- Propose further National and Regional Meetings

Management & coordination

- Continue coordination meetings with other projects
- Hold Steering Committee meetings every 6 months
- Prepare next Progress Reports / Final Report

4. PROGRESS & ACTIVITIES

4.1 Project progress in reporting period

4.1.1 WP0: Management & coordination

- **Steering Committee meetings**

The Second Steering Committee Meeting took place in Tbilisi, Georgia, on September 16th, 2010. It was attended by:

- The EU Programme Manager
- 1 Representative of the EU Delegation to Georgia
- 1 Representative of the EU Monitoring programme
- Representatives of 6 Beneficiary countries (representatives of Tajikistan and the Kyrgyz Republic did not attend the meeting)
- 1 Representative of TRACECA General Secretariat
- 1 Representative of EASA
- The Project Core Team

The role of the Steering Committee is to supervise progress of the Project and to provide guidance on the major areas of focus. It allows to review the past and up-coming activities of the Project and to provide advice and inputs when required.

Based on the draft Progress Report nr 3, the Team Leader presented:

- The activities conducted during the reporting period from February to July 2010
- The activities planned for the reporting period from August 2010 to January 2011

After hearing the reports from the Team Leader, the Steering Committee validated the activities planned for the up-coming period and agreed on approval of Progress Report nr 3.

The time for holding next Steering Committee Meeting was fixed on last week of February 2011. Its location was left open for the time, to be decided later between Kiev and Chisinau.

Detailed minutes were issued and distributed, as appended hereafter in Annex 6.3.

- **Coordination actions and meetings**

Contact meeting at DG-MOVE

Taking the opportunity of another meeting in Brussels (Re. TRACECA meeting here-below) the Team Leader and Project Manager visited DG-MOVE on 8 December 2010 for providing a Project Presentation to Mr Klaus Winkler and Ms Christina Vartsos, replacements of Mr Johannes Baur.

TRACECA introductory Meeting between Secretary General and Team Leaders

Organised by DEVCO in Brussels on 8 December, a meeting was held between TRACECA Secretary General, DEVCO and the Team Leaders of 7 TRACECA Projects: Strengthening Transport Training and Networks Interoperability IDEA, Motorways of the Sea for the Black and the Caspian Seas, Maritime Safety and Security, International Logistics in Western NIS and the Caucasus, Land Safety and Security, Civil Aviation Safety and Security, Transport Dialogue and Networks Interoperability.

Through this meeting the Team Leader and Project Manager were introduced to the new TRACECA Permanent Secretary Mr Eduard Biriucov, and to Ms Iuliana Stasiuc who will take over Mr Anar Ismail for following the Project at TRACECA Permanent Secretariat in Baku.

Briefing on the Project current status vis a vis Azerbaijan

Following concurring requests coming from DEVCO and DG-MOVE, a memo was prepared on the Project situation focused on Azerbaijan, in view of the visit to Baku on 22-26 January by Mr Henrik Hololei, Head of Cabinet of commissioner Kallas and Mrs Ülle Lõhmus, member of the Cabinet. The memo was prepared and sent to the EU Delegation in Kiev, DG-MOVE and EASA.

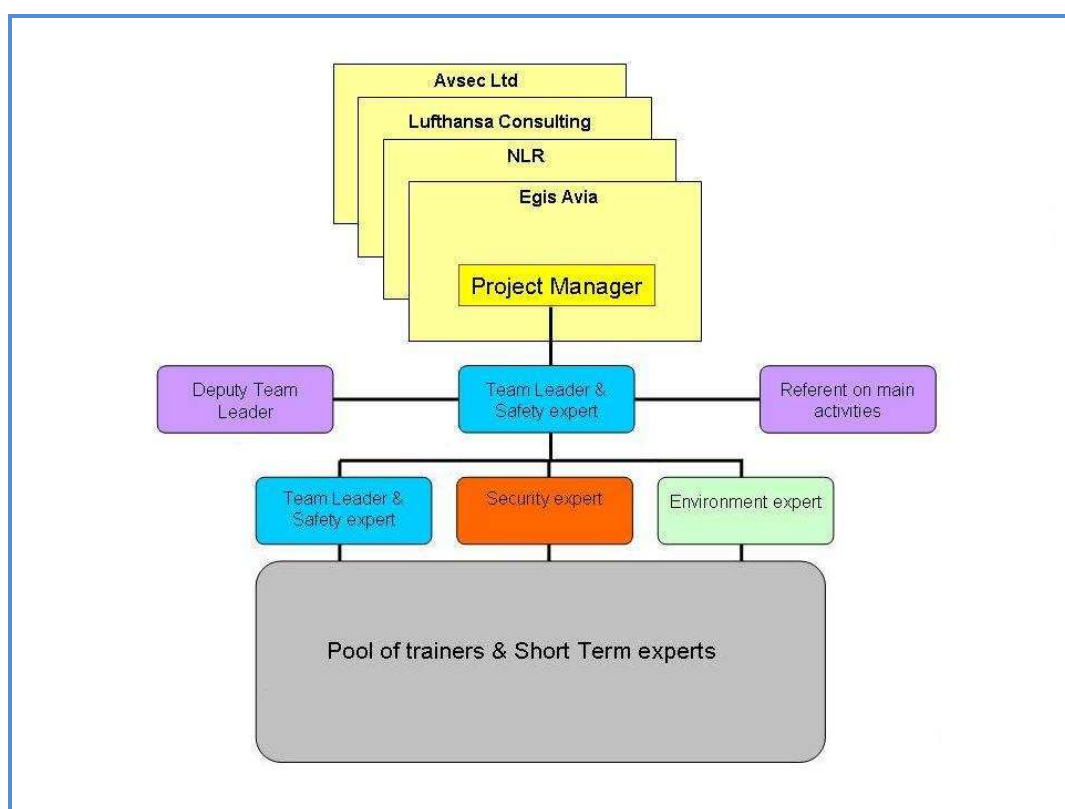
- **Reporting**

Progress Report N°3 was issued and distributed, in its English and Russian versions. Progress Report nr 4 was prepared in its English Draft version

- **Organisation**

The Environment Key Expert Ms Ayçe Celikel, being on maternity leave, is replaced by Mr Arthur Lieuwen, who was approved in December as long-term Environment Key Expert.

The organisation of the Core Team is therefore unchanged and remains as follows:



Core Team Organisation Chart

4.1.2 WP2 - Training and capacity-building

Technical Training courses

The Technical Training programme was completed with delivery of the last Technical course: 6/FCL - Audit techniques in relation to FCL, on 1 – 5 November 2010 in Kiev. As a general statement we were pleased with the good response and participation of the Beneficiaries.

With these courses the participants were trained to the applicable International and European standards, i.e.:

- For Safety: ICAO annexes, EU-OPS and former JAR FCL
- For Security and dangerous goods: ICAO annexes and other relevant rules, including IATA's, EU's and ECAC's Doc 30
- For Environment: ICAO annexes and other relevant best practices, as well as initiation to the Emission Trade Scheme.

During the reporting period 8 courses were provided in the areas of Licensing (PEL), Flight Operations (OPS), Security (SEC) and Environment (ENV). A total of 447 trainee.days³ were provided, through 29 days of training with average attendance of 14,9 trainees as detailed in the following table (Re. full details in Annex 6.5):

³ Trainee.days = for each course, nr of days of training x nr of trainees

Code	Courses	Days	Participants		Trainee.days	Average attendees
			Countries	Trainees		
Courses OPS	1	4	8	18	72	18,0
Courses FCL	1	5	6	11	55	11,0
Courses SEC	3	16	7 to 8	51	268	17,0
Courses ENV	3	4	6	39	52	13,0
TOTAL	8	29	6 to 8	119	447	14,9

Training statistics in the Reporting Period

As a whole, since Project start 37 courses were provided. A total of 1157 trainee.days were provided, through 95 days of training with average attendance of 15,2 trainees as detailed in the following table (Re. full details in Annex 6.5):

Code	Courses	Days	Participants		Trainee.days	Average attendees
			Countries	Trainees		
Courses AIR	10	14		166	231	16,6
Courses OPS	7	20		91	272	13,0
Courses FCL	5	15		66	190	13,2
Courses SEC	6	32		95	237	15,8
Courses ENV	9	14		144	227	16,0
TOTAL	37	95	5 to 8	562	1157	15,2

Training statistics since Project start

Hereafter is the detail of the technical training courses provided during the reporting period.

- **Courses delivered in September**

- 7/OPS (4 day course) - "Familiarisation to Safety Assessment of Foreign Aircraft (SAFA)"

This course in the area of SAFETY (Flight Operations) was conducted in Kiev from 30 August to 3 September 2010 by the NLR Instructor Udo Dees.

Dedicated to CAA OPS department managers, CAA OPS inspectors, Operations personnel from airlines, the scope of the course was to develop knowledge on how to remove findings (in depth, not just repair the bits & pieces), and also understand the SAFA procedure.

18 representatives from 8 beneficiary countries participated in this training.

- 6/SEC (4 day course) - "Cargo security managers course"

The course was conducted in Tbilisi from 21 to 24 September 2010 by the AVSEC Ltd Instructors Peter Cooper and Sergiu Timofei.

Dedicated to Cargo facility managers and some airline managers, the scope of the course was: Maintaining security systems in Cargo operations.

17 representatives from 8 beneficiary countries participated in this training.

- 7/SEC (5 day course) - "Dangerous goods training to Level 6 (acceptance) level"

The course was conducted in Tbilisi from 27 September to 01 October 2010 by the AVSEC Ltd Instructors Peter Cooper and Sergiu Timofei.

Dedicated to Cargo and airline staff of approved carriers completing acceptance checks, the scope of the course was: Dangerous goods training to Level 6 (acceptance) level - Requirements for operators as per dangerous goods by air manual, ICAO annex 18.

19 representatives from 8 beneficiary countries participated in this training.

- **Courses delivered in October**

- 1/SEC (7day course) - "National Inspector /Auditor course for security"

The course was conducted in Kiev, from 11 to 18 October 2010 by the AVSEC Ltd Instructor Chris Barratt.

The course was dedicated to National Regulatory personnel from CAA. Its scope was to present efficient inspection procedures.

15 representatives from 7 beneficiary countries participated in this training

- 5-6-10/ENV (4 days courses) - "ICAO and EU recommendations and guidance for Bird Control and Management, Best Practises and Guidance for monitoring Noise, emissions and air quality, Manual of Aircraft Ground De-icing/Anti-icing Operations (Doc 9640)"

The course was conducted in Kiev from 25 to 28 October 2010 by Professor Callum Thomas, Chair of Sustainable Aviation Centre for Air Transport and the Environment of the Manchester University; Pavlish Dmitry, Senior lecturer, Chair of Safety of Human Activity, Institute of Environmental Safety, National Aviation University.

13 representatives from 6 beneficiary countries participated in this training.

- **Courses delivered in November**

- 6/FCL (5 day course) - "Audit techniques in relation to FCL"

The course was conducted in Kiev from 1 to 5 November 2010 by Mr. Hrvoje Lazic, the Lufthansa Consulting mobilized Instructor.

Dedicated to CAA inspectors and the auditing staff within FTOs and TRTOs, the scope of the course was to develop understanding of auditing tasks for both the NAA inspectors and auditing staff.

11 representatives from 6 beneficiary countries participated in this training.

4.1.3 WP3 - Capacity-building in management and expertise support

- **Management Training programme**

Based on the initial Management Training Draft, the programme of Management courses was detailed and revised in view of comparable experience gained on similar projects (Re. Euromed Aviation

Project <http://www.euromedtransport.org/index.php?id=448&L=0>). The resulting programme and planning are detailed in attached Annex 6.1. Further revision is in progress.

The courses are addressed to CAA top management, middle management (heads of units) and Human Resources managers including bodies in charge of personnel training. They will be split into 3 categories as follows:

- 7 Top and middle management courses (MNG) dealing with pure management activities (Strategy, Team Management, Time management) as well as aviation related management (Autonomous CAA, Quality, SMS).

The courses for aviation related management, where ICAO standard modules exist, will be delivered by Kiev ICAO Institute. For the courses on pure management activities, organisations that deliver MBAs were preferred. The institutions KMBS (Kiev) and Talantium (Moscow) were pre-selected, as they combine international MBA recognition with knowledge of the existing educational background in CIS countries.

The courses for top management will be proposed for 2 participants per Beneficiary country⁴, i.e. a target attendance of 16 persons. They will be delivered in Kiev, in Russian language. The courses for heads of units will be proposed for 4 participants per Beneficiary country⁵, i.e. a target attendance of 32 persons. They will be delivered in 2 sessions of 16 persons each: one in Kiev for Ukraine, Moldova, Georgia, Armenia and one in Almaty for Kazakhstan, Azerbaijan, Tajikistan and Kyrgyzstan. The lectures will be in Russian language.

- Training on Human Resources courses (THR) including: courses for HR managers, managers in charge of CAA personnel training and training instructors. These courses will be delivered by training experts from AVSEC Ltd and from the company Talantium (to be confirmed).

The courses for HR Managers will be proposed for 2 participants per Beneficiary country⁶, i.e. a target attendance of 16 persons. They will be delivered in one session in Kiev. The courses for heads of units and/or instructors will be proposed for 4 participants per Beneficiary country, i.e. a target attendance of 32 persons. They will be delivered in 2 sessions of 16 persons each: one in Kiev for Ukraine, Moldova, Georgia, Armenia and one in Almaty for Kazakhstan, Azerbaijan, Tajikistan, Kyrgyzstan.

- 8 courses for developing skills in computer office tools (ITS), to be confirmed. These courses will be provided in 8 sessions, one in each Beneficiary country. For these it is expected that each CAA will host the instructor, locally providing the training facilities (meeting room and computers).

• Management Training courses

Delivery of the Management courses according to the above programme has started, with delivery in January of 1 Management course:

- o 1/MNG (5 days course) – “Strategies of Managing Institutional Organisations”

⁴ CAA Chairman or deputy, MoT executive

⁵ AIRW, OPS, FCL, SEC

⁶ Training manager or deputy, HR director

The course was conducted in Kiev from 10 to 14 January 2011 by 2 instructors from Kyiv Mohyla Business School (KMBS).

It was addressed to Ministry of Transport Officials, Director and/or Deputy Director General of Civil Aviation Administrations. Its scope is to provide the essential knowledge and skills which will enable States' Officials to design successful strategies in a fast changing environment, as well as to develop and monitor a clear long-term plan of their companies' objectives and implementation issue. The Program seeks to provide a holistic view of management techniques for participants to build new managerial skills.

9 representatives from 5 beneficiary countries participated in this training.

- **Specific Expertise Support Programme (Technical Assistance)**

As a consequence of WP2 training, it is expected that practical impact of the training sessions organised in the framework of this package will be visible in the beneficiary countries. Particularly this is desirable in terms of changes in the regulatory framework or in its implementation. For such changes training is a useful pre-requisite, but further support is likely to be needed, in terms of specific expertise or technical assistance.

Taking into account needs as identified during WP1 visits and/or as expressed by the countries, a full Technical Assistance plan and schedule was prepared and finalised in October, presenting needs by country and by technical area (safety, security and environment).

The Technical Assistance plan is detailed in the attached Annex 6.2. The proposed actions result from an initial list proposed with standard options, tailored afterwards to the country needs through direct discussions (phone) with each Beneficiary. As a result the above comprehensive list of short-term support missions was defined and planned in the period from January to September 2011, in continuation of the actions already undertaken.

PROGRAM SCHEDULE

	Safety			Security	Environment	
	AIRW	OPS	PEL			
.Jan 11	TA to Kyrgyzstan High level technical assistance mission to improve institutional framework (JAN 16-22)					.Jan 11
.Feb 11	TA to Moldova	TA to Tajikistan	TA to Ukraine (TBD)	Technical Assistance delivery To Tajikistan (FEB 1-4)		.Feb 11
.Mar 11	TA to Moldova		TA to Kyrgyzstan			.Mar 11
.Apr 11	TA to Kazakhstan		TA to ARMENIA		TA on ETS, Baku	.Apr 11
.May 11		TA to Azerbaijan TBC				.May 11
.Jun 11	TA to Kyrgyzstan Q2 / Q3 (TBC)					.Jun 11
.Jul 11						.Jul 11
.Aug 11						.Aug 11
.Sept 11	TA to ARMENIA Q2 / Q3 (TBC)					.Sept 11

Technical Assistance Schedule

- **Provision of Specific Expertise Support (Technical Assistance)**

The following Technical Assistance missions were completed during the reporting period:

- **Short Term mission for Institutional Assistance to Georgia**

A short term mission was conducted from 15 to 19 November 2010 in Tbilisi. The purpose was to conduct a high level technical assistance mission to contribute to improvement of the institutional framework, e.g. in view of transforming the authority into an autonomous CAA. The technical assistance team was composed of Thibault Raison, Kakhi Kvatashidze and Claude Probst as ST expert. A mission report was issued in December 2010 and transmitted to the Georgian authorities. Comments are expected soon and the report will be finalised accordingly. The process of reforming the Authority was initiated with submission to the Parliament of a revised act.

- **Short Term mission for Security Assistance to Ukraine**

In 2012 Ukraine will be host to the UEFA European football championships, an event which is likely to attract worldwide media interest and produce an influx of visitors of about 100,000 people in a short space of time. It is likely these visitors will all arrive by air in a short period of time, perhaps over a 2 or 3 day period, and this is likely to produce significant security logistics problems for the airport operators.

In order to address this issue a visit to Manchester Airport was conducted from 15 to 19 November 2010 with a delegation of 5 Ukrainian security officials. This airport was chosen because it has significant experience of dealing with large amounts of travelling football supporters and it also uses new and recently approved security systems.



Ukrainian Delegation to Manchester

The new systems being used at Manchester for security aroused a great deal of interest from the delegates who were able at first hand to see the speed with which passengers could be processed using automated systems. They were also able to see how body scanners were integrated into the security search cone. There then followed a presentation from Greater Manchester Police on the command and control aspects of the contingency planning required for large football events and the delegates were then given a tour of the major incident control room that is used by the airport during major sporting events. The topics covered ranged from inter agency liaison, arrivals and departure plans for each group of supporters, landside transportation issues and the need to be prepared for VIP and Government visitors for such a prestigious event. Further input was also received from Greater Manchester Police.

The delegates identified to take part in this tour were one senior representative from The Ukraine State Aviation Administration and the airport security managers from 4 Ukraine airports that have been chosen to receive the flights carrying football supporters: Kiev, Lviv, Kharkiv, Donetsk. The essence was that early planning for these events is essential.

In conclusion to the tour the delegates were able to learn the lessons that Manchester Airport had to experience, in terms of organisation as well as in terms of up to date equipment.

○ **Short Term mission for Security Assistance to the Kyrgyz Republic**

A 10 days technical cooperation mission was conducted 17-28 January 2011 in Bishkek.

Its purpose was to assist the Civil Aviation Department of Kyrgyz Republic in its efforts to enhance regulatory and oversight capabilities to achieve full implementation of ICAO Standards

and Recommended Practices and providing recommendations and support for establishing field of play in AIR, FCL and OPS area. The mission included a comprehensive need analysis, followed by a full review of the Corrective Action Plan addressing ICAO findings.

This mission follows a first mission that was conducted from 30 November to 4 December 2009. The main focus then had been given to the safety management and management of activities to secure high standards of safety performance. After the first mission continuation of the support to Kyrgyz Republic unfortunately had to be temporarily suspended due to the political situation in the country.

The support actions now resumed with the January 2011 mission, conducted with the objective of providing significant practical help to the Kyrgyz authority, to enable them to lift their EU operating ban.

4.1.4 WP4 - Safety, security and environment visibility, awareness and communication programme

- **Communication - Website**

The following actions were performed relating to the Project Website:

- Feed the site with full info on the past events / training, in the English and Russian pages
- Feed the site with info on the next planned events / trainings, in the English and Russian pages
- Offer the possibility to download the newsletters

The site is now up to date and constantly kept up-dated at each new event / on a monthly basis.

- **Communication – Newsletter**

Newsletter nr 2 was issued and distributed in English and Russian versions, as attached in Annex 6.6.

Newsletter nr 3 was prepared in its Draft version, developing current information on the activities of the period, and using feedback from Newsletter nr 2. It will be completed after the Steering Committee meeting, for issue and distribution by next April.

4.2 Deviations in activity schedule since last Progress Report

Last Progress Report indicated the following plan of activities for the present reporting period:

WP2 - Training and capacity-building

- Continue & complete Technical Training Courses
 - 2 remaining courses for Safety-OPS
 - 1 remaining course for Personnel Licensing
 - 3 remaining courses for Security
 - 3 remaining courses for Environment

WP3 - Capacity-building in management and expertise support

- Start delivering Management Training Courses
- Provision of Specific Expertise Support:
 - Prepare full Technical Assistance plan and schedule
 - Conduct short Term missions for Technical Assistance in the area of Security for Ukraine, including support to prepare the Euro 2012 Cup
 - Conduct short Term mission for Technical Assistance to Tajikistan in the area of Security at Dushanbe Airport (subject to confirmation by the Beneficiary)
 - Provide TA in the area of Environment on ETS in Baku for Azerbaijan, Kazakhstan, Kyrgyz Republic and Tajikistan

WP4 - Safety, security and environment visibility, awareness and communication programme

- Communication plan implementation: Feed / up-date the Website, and keep the TRACECA General Secretariat informed of the up-dates
- Communication plan implementation: Issue Newsletter nr 2 in English and Russian versions, and prepare Newsletter nr 3

Management & coordination

- 2nd Steering Committee meeting planned in Tbilisi, 16 September 2010
- Continue coordination meetings with other projects, particularly next twinning projects in Georgia and in Armenia.
- Issue Progress Report nr 3, and prepare Progress Report nr 4

In the actual process of implementation the above plan was respected, with the following alterations:

4.2.1 Activities scheduled in Progress Report 3 but not completed during the reporting period

- **Remaining courses for Safety-OPS**
2 remaining courses were planned for Safety-OPS: 7/OPS, a 4 days academic course Safety Assessment of Foreign Aircraft (SAFA), followed by 8/OPS, a 1 day Airline seminar on SAFA requirements. In the meantime the Core Team was reminded that training on SAFA must be either provided by EU approved training organizations or limited to familiarization level. It was therefore decided to keep the course at familiarization level, and merge the content of 8/OPS into 7/OPS.
- **Technical Assistance in the area of environment on ETS in Baku**
This TA mission is the replica of the missions conducted in Tbilisi and Kiev on July 2010. It is addressed to Azerbaijan, Kazakhstan, Tajikistan and the Kyrgyz Republic. Initially planned to be held in January 2011, it was preferred to re-schedule it in April, due to consideration that flights in the region may be highly inconvenient in the winter period⁷.

⁷ The issue is not so much in Baku airport, but rather on the flights to/from Bishkek and Dushanbe

- **Technical Assistance in the area of Security in Dushanbe**

This mission was initially planned in 2nd half of January 2011, subject to confirmation by the Beneficiary. Actually the mission dates were finally set to 1 to 4 February 2011, thus shifted to beginning of the next reporting period.

4.2.2 Activities not scheduled in Progress Report 3 but completed during the reporting period

- **Revision of the Management Courses Programme**

The general design of the Management Courses programme had been previously done, but at the stage of launching its implementation a need appeared to revise and detail the programme. This was done in a short-term mission conducted in Kiev 12 to 15 October. Further revision is still anticipated in beginning of the next reporting period.

- **Technical Assistance in the area of institutional framework in Tbilisi**

Not indicated in the previous planning, this mission was launched in November in response to a request received from the Beneficiary.

- **Technical mission in the area of Safety in Bishkek**

Following a first mission conducted in December 2009, this mission to Bishkek was waited but had been suspended due to the political events in the Kyrgyz Republic. It was resumed in January 2011.

- **Management and coordination meetings in Brussels**

A meeting was held in Brussels with TRACECA Secretary General upon DEVCO's request. Taking opportunity of this visit to Brussels, the Team Leader and Project Manager also met at DG-MOVE Mr Baur's replacements.

4.3 Activities planned for next reporting period

The following activities are planned in the next 6 months period:

4.3.1 WP0: Management & coordination

- **Steering Committee meetings**

Next Steering Committee meeting is planned last week of February, 2011. The main purpose of these bi-annual meetings is to help the involvement of the Project partners to define the actions and the promotion of the project. In order to avoid overloading Steering Committee members, these events last only one day.

- **Coordination with other TRACECA projects**

After TRACECA introductory meeting at DEVCO Brussels held 8/12/2010, the Secretary General repeated his interest for the Project and regular coordination meetings / correspondence will be insured with TRACECA Permanent Secretariat in Baku.

- **Reporting**

Progress Report N°4 will be issued in its English and Russian versions.

Progress Report N°5 will be prepared and submitted at the end of the period in its English Draft version.

4.3.2 WP3 - Capacity-building in management and expertise support

- **Management Training courses**

The remaining Management training courses will be delivered in the next 6 months period according to the Training Plan presented in Annex 6.1. The courses planned during this period consist in 6 courses in the area of Management of International Organisations (MNG), Training in Human Resources courses (THR) and 8 on computer Information Technologies Support, to be confirmed (ITS).

They are planned as described here-after, subject to possible further date changes due to practical availabilities / convenience of the Beneficiaries.

- **Courses planned in February**

1 week in Kiev for the following course:

- 3/MNG (5 day course) - Development of an Autonomous Civil Aviation Organisation

- **Courses planned in March**

1 week in Kiev for the following course:

- 6/MNG (5 days course) - Advanced Training on Safety Management Systems(SMS)

3 days in Kiev + 3 days in Chisinau for the following courses:

- 1/ITS (3 days course) - Information Technologies Support – to confirm during the Steering Committee

In-house courses conducted in the CAAs by ICAO Institute instructors

• Courses planned in April

1 week in Kiev for the following course (subject to confirmation or further amendment):

- 9/MNG (4 days course) - Management Tools & Skills for CAA head of units, including roles and responsibilities, listening and communication, performance management, time management, delegation.

3 x 3 days respectively in Baku, Tbilisi & Yerevan for the following courses:

- 1/ITS (3 days course) - Information Technologies Support – to confirm during the Steering Committee

In-house courses conducted in the CAAs by ICAO Institute instructors

• Courses planned in May

1 week in Almaty for the following course (subject to confirmation or further amendment):

- 9/MNG (4 days course) - Management Tools & Skills, identical to 9/MNG course previously given in Kiev.

3 x 3 days respectively in Dushanbe, Astana & Bishkek for the following courses:

- 1/ITS (3 days course) - Information Technologies Support – to confirm during the Steering Committee

-

In-house courses conducted in the CAAs by ICAO Institute instructors

• Courses planned in June

1 week in Kiev for the following course:

- 12/MNG (4 days course) - Quality Management in Civil Aviation

1 week in Almaty for the following course:

- 12/MNG (4 days course) - Quality Management in Civil Aviation

• Provision of Specific Expertise Support (Technical Assistance)

At present stage, the following Technical Assistance missions are planned for the next period

- **Expertise Support to Moldova in the area of Safety**

Following requests from and further discussions with Moldova:

- a mission is planned in February for support to preparing Part 66 license conversion procedure
- a mission is planned in March for support to preparing / review the existing Corrective Action Plan based on EASA standardisation criteria, in preparation of the up-coming EASA visit to Moldova

- **Expertise Support to Ukraine in the area of Safety**

Following a request from Ukraine SAA, a mission is planned in February for support to further implementations in Flight Crew Licensing.

- **Expertise Support to Azerbaijan in the area of Safety**

Subject to confirmation by the Beneficiary, a mission is planned in Baku for support on the following items:

1. Part 66 "Part 66 license conversion procedure"
2. Investigation of Accidents and incidents, Training programme for investigators.
3. CAP writing based on EASA standardisation criteria

- **Expertise Support to the Kyrgyz Republic in the area of Safety**

In line with the recommendations of the mission conducted in January, and following specific requests/discussions:

- a mission is planned in Bishkek for providing support to the CAA for writing their Procedures and Handbooks. The mission is targeted in March, the dates still being to be defined
- a mission is planned in Bishkek for OJT on CFM 56 EASA Part 66 B1&B2 Theoretical. The dates are still to be defined, indicatively 2nd or 3rd quarter, 2011

- **Expertise Support to Kazakhstan in the area of Safety**

Following a request from the Kazakh Authorities, a mission is planned in Astana. Taking into account the results of WP1 site survey, the topics are still subject to confirmation. The Beneficiary's request covers:

1. Development of flight safety and security checklists;
2. Development of Risk assessment criteria's for civil aviation;
3. Generic Safety Manual for Airline Operators, ANSP and Airport operators;
4. Development of regulatory requirements for performing Search and Rescue operations in Kazakhstan.

- **Expertise Support to Armenia in the area of Safety**

Following requests from and further discussions with the Beneficiary:

- a mission is planned in Yerevan for assisting the CAA in defining their State Safety Programme SSP
- a mission is planned in Yerevan for OJT on CFM 56 EASA Part 66 B1&B2 Theoretical. The dates are still to be defined, indicatively 2nd or 3rd quarter, 2011

- **Expertise Support to Tajikistan**

In the area of Safety

Following the results of WP1 site survey and further agreement from Tajikistan, a mission is planned in February for High level technical assistance to improve the institutional framework.

In the area of Security at Dushanbe Airport

Dushanbe International Airport is in the process of building a new passenger terminal which will incorporate security systems that the current staff is not familiar with and the core team expert will assist with this. The new facility is partially funded by the French Government who has a military facility at the airport and the project team is in contact with all the relevant parties to ensure

compliance with ICAO requirements regarding the introduction of security systems in a new airport facility.

- **Expertise Support in the area of Environment on the ETS - Emission Trade Scheme**

For Technical Assistance in the area of ETS, it was considered to organise the actions regionally, in order to build up a higher level of intercommunication with regional dimension on the matter.

The third ETS workshop is planned in Baku, for participants from Azerbaijan, Kazakhstan, Tajikistan and the Kyrgyz Republic. It will be the continuation of the series already delivered in Tbilisi and Kiev for Georgian, Armenian, Ukrainian and Moldovan participants. It will have the same technical content, i.e. provide support and guidance to help Beneficiary stakeholders to meet their obligations under requirements of the EU ETS directive before the submissions date.

- **Organise and conduct Study tours to visit relevant organisations in the EU**

Within Work Package 3 of the project 2 Study Tours for Managers have to be organised and conducted. These tours will allow visiting EU institutions that can demonstrate the procedures and processes of best practices in the fields of aviation Safety, Security and Environment.

The first tour is planned in April, and will take place in countries from the western part of EU, to visit some European institutions. This study tour will cover three locations: Cologne, Paris, and Toulouse. It will include visits to EASA, to the French DGAC⁸, to training institutions and possibly to industrial facilities in Toulouse

The second study tour is planned in May, i.e. close after the first one. It will take place in Poland. It is believed that this would provide great benefit to exchange on the transition period between the former model and the EU regulatory environment. The rationale was outlined for using Poland as the second country for two study tours: Poland was chosen because it will allow the delegates to examine a regulatory framework that has moved from a CIS oriented system to the EU system.

Terms of Reference were prepared and first contacts were already taken with the relevant authorities in France, Poland and at EASA. The detailed tour programme/agenda will be defined in the beginning of the up-coming reporting period.

4.3.3 WP4 - Safety, security and environment visibility, awareness and communication programme

- **Communication - Website**

In the next period, the following actions will be performed relating to the Project Website:

- Regularly update the site with info on the next actions, trainings and events, in the English and Russian pages
- Make next newsletter available on the site
- Keep the TRACECA General Secretariat informed of the up-dates for coordination with the TRACECA general Website.

⁸ DGAC = Direction Générale de l'Aviation Civile – French Civil Aviation Authority

- **Communication – Newsletter**

- Issue Newsletter nr 3 in English and Russian versions, developing current information on the activities of the period, and including a section on the 3rd Steering Committee Meeting.
- Prepare Newsletter nr 4 at the end of the period, using possible feedback from the previous Newsletters.

5. TABLES

5.1 Schedule

Table 1: Activities during the reporting period

		TIME FRAME											
		2010 / 2011 (months)											
No	ACTIVITIES	August		September		October		November		December		January 2011	
	WP2 - Training and capacity-building Remaining Technical Training			xxxxx	xxxxx	xxxxx	xxxxx	xx					
	WP3 - Capacity-building in management and expertise support Management training plan Management training delivery Specific Expertise Support Plan Specific Expertise Support actions	xxxxxx	xxxxxx	xxxxxx	xxxxxx		xxxxxx					xxx	xxx
								xxxxxx	xxxxxx				xxxxxx
	WP4 - Safety, security and environment visibility, awareness and communication programme Communication plan: website update Communication plan: Newsletter	xxxxxx xx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx xxxxxx	xxxxxx	xxxxxx	xxxxxx xxxxxx
		TIME FRAME											

Table 2: Activities planned for the next reporting period

		TIME FRAME											
		2011 (months)											
No	ACTIVITIES	February		March		April		May		June		July	
	WP3 - Capacity-building in management and expertise support												
	Management training	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	
	Specific Expertise Support actions	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx			
	Study Tours						xxxxx		xxxxx	xxxxx			
	WP4 - Safety, security and environment visibility, awareness and communication programme												
	Communication plan: website update	xxxxxx	xxxxxx	xxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
	Communication plan: Newsletter	xx									xxxxxx		xxxxxx

Table 3: Deviations in activity schedule since last report

	Period forecast as indicated in PR3 <i>Summary of project activities planned during the next reporting period</i> (1/08/2010 to 31/01/2011)	Period achieved as shown in PR4 <i>Summary of project progress during the reporting period</i> (1/08/2010 to 31/01/2011)	Deviation	Comment
	<p>WP2 - Training and capacity-building Deliver 2 remaining courses for Safety-OPS</p> <p>WP3 - Capacity-building in management and expertise support <i>Management training programme</i></p> <p>Provide TA in the area of Environment on ETS in Baku for Azerbaijan, Kazakhstan, Kyrgyz Republic and Tajikistan</p> <p>Conduct short Term mission for Technical Assistance to Tajikistan in the area of Security at Dushanbe Airport (subject to confirmation by the Beneficiary)</p> <p>Management & coordination Continue coordination meetings with other projects, particularly next twinnings in Georgia and in Armenia.</p>	<p>WP2 - Training and capacity-building Course 7/OPS delivered from 30.08 to 03.09 in Kiev</p> <p>WP3 - Capacity-building in management and expertise support <i>Management training programme</i> The Management Courses programme was reviewed and up-dated during a Short Term mission conducted in Kiev October 12th to 15th, resulting in the attached programme and planning (Re attached Annex 6.1).</p> <p>A Technical Assistance mission to Georgia was conducted 15 to 19/11. The purpose was: High level technical assistance mission to improve the institutional framework. The Technical Assistance team was composed of Thibault Raison, Kakhi Kvashidze and Claude Probst as ST expert. A mission report was issued in December and transmitted to the Georgian authorities</p> <p>A Technical Assistance mission to Kyrgyzstan was conducted on 17-28 January. The purpose was to improve the National institutional framework and review the "black list" issues</p> <p>Management & coordination The Team Leader and Project Manager visited DG-MOVE on 8/12 for providing a Project Presentation</p> <p>A meeting was held between TRACECA Secretary General and Team Leaders at DEVCO in Brussels, December 8th</p>	<p>1 course less</p> <p>Added</p> <p>Added</p> <p>Added</p> <p>Pending</p> <p>Pending</p> <p>Added</p> <p>Added</p>	<p>Cancelled: 8/OPS - Seminar on SAFA. Merged with 7/OPS</p> <p>Further up-date planned in February-March 2011</p> <p>Mission programmed upon request from the Beneficiary</p> <p>Mission initially suspended due to the events in the Kyrgyz Republic. Resumed as soon as the situation allowed it.</p> <p>To be rescheduled in April 2011</p> <p>Was rescheduled from 1 to 4 February 2011</p> <p>Meeting programmed following Mr Baur's replacement</p> <p>Meeting held upon DEVCO's request</p>

5.2 Resource used

Table 3: Resource used⁹

RESOURCES / INPUTS	TOTAL PLANNED	PERIOD PLANNED	PERIOD REALISED	TOTAL PREVIOUS PERIODS	TOTAL REALISED	AVAILABLE FOR REMAINDER
PERSONNEL	Days	Days	Days	Days	Days	Days
Long Term experts	1785	290	221	1119	1340	445
Short Term experts	1367	230	200	519	719	648
INCIDENTAL EXPENDITURES	k€ 1024	k€ 170	k€ 180	k€ 520	k€ 700	k€ 324

⁹ Indicative figures, subject to final approval of the financial report submitted separately

5.3 Outputs

Table 4: Project Deliverables

Deliverable	Due date	Actual date	Completion
Management & Reporting			
Inception Report	T0+6	04/09/2009	Issued – English + Russian
Progress Report n° 1	T0+6	03/09/2009	Issued – English + Russian
Progress Report n° 2	T0+12	18/03/2010	Issued – English + Russian
Progress Report n° 3	T0+18	01/09/2010	Issued – English + Russian
Progress Report n° 4	T0+24		Submitted – English version
WP1 - Assessment of the aviation sector in the beneficiary countries			
Country survey reports (1 per country)	T0+8	17/7 (Eng.) 7/9 (Rus.)	English version: transmitted 17/07/2009 Russian version: transmitted 07/09/2009
WP2 - Training and capacity-building			
Training plan	T0+8		Training plan issued
English training report – General English	T0+9		Report issued
WP3 - Capacity-building in management and expertise support			
Management training programme	T0+7	09/04/2010	Training plan issued
Study tours programme	T0+11		Countries defined – Detailed plan to be defined
WP4 - A safety, security and environment visibility, awareness and communication programme			
Website	T0+8	02/12/09	Site operational
Newsletter nr1	T0+12	29/04/2010	Issued
Newsletter nr2	T0+18	12/11/2010	Issued
Newsletter nr3	T0+24		In preparation. To be finalised after SC meeting

6. ANNEXES

- 6.1 Management training programme
- 6.2 Technical Assistance Planning
- 6.3 Minutes of 2nd Steering Committee Meeting
- 6.4 Presentation to TRACECA Secretary General and Team Leaders, December 8th in Brussels
- 6.5 Training statistics – Since project start / during the reporting period (08/2010 to 01/2011)
- 6.6 Newsletter nr 2

Management Training Programme

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
1/TTR	Management of Training & Training Needs Assessment	<ul style="list-style-type: none"> From training to learning in organisations Business and operational models for training Systems thinking and a systemic approach to managing training Training for organisational improvement Staffing the training unit Leading and guiding training staff Measuring and evaluating trainer performance Determining Problems or Opportunities The Performance Model The Human Performance Performing Worth Analysis Determining Return On Investment 	<ul style="list-style-type: none"> Gain critical insights into the role of training in organisations Learn to develop strategic plans for program development, maintenance and renewal Exercise better financial management. Improve your training resources management Understand key concepts on integrating computer technology into training Select and apply the techniques and tools appropriate for training needs assessments Substantiate your requirements for training resources 	<ul style="list-style-type: none"> CAAs Training Units Managers and staff dealing with training organisation who want be familiar with training principles and practice seeking to become training managers or lead a training unit <p><i>Course participants are strongly encouraged to bring examples of training related problems they face at work for discussion and investigation</i></p>	Academic course - English	5 days (1)	Kiev

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
3/TTR	Instructional Techniques & Design	<ul style="list-style-type: none"> Know the Adult Learner Trainee-Centred Instruction Effective Instructor Skills Prepare and Follow Lesson Plans Effectively Prepare for, Conduct, and Wrap up Training Manage Group Dynamics Effectively Active Training Games, Triggers and Jolts Evaluate Training Prepare and Conduct Activities and Practical Exercises Effective Preparation and Use of Instructional Aids The Instructional Design Process: Analyse, Design, Develop, Implement, Evaluate The Course Plan as an Essential Framework for Instructional Design Converting Training Needs into Performance Objectives Linking Performance Objectives with Measurements and Evaluation Techniques 	<ul style="list-style-type: none"> Effectively prepare for, manage, conduct, facilitate and evaluate a training event Use instructional tools and techniques to enhance instruction Acquire practical presentation and communication skills Motivate participants and engage their active participation Integrate group work and collaborative learning Identify and describe the different phases of the instructional design process Convert training needs into performance objectives Identify characteristics that influence the design and delivery of a training course Create a design blueprint that clearly specifies what will happen during the training program Select the best training activities to increase the value and effectiveness of training 	<ul style="list-style-type: none"> Instructors and all managers carrying out instructional meetings or giving information interested in becoming better instructors <p><i>Course participants are strongly encouraged to bring examples of training related problems they face at work for discussion and investigation</i></p>	Academic course - English	5 days (2)	Kiev + Almaty

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
1/MNG	Strategies of Managing an Institutional Organisation	<ul style="list-style-type: none"> The Contemporary understanding of Management and Strategy The Different Techniques of Management Setting Objectives and Indicators Customer-Oriented Basic Principles of Human Resources Management Setting Appropriate Organisational Structure and Definition of the Managing Functions and Tasks of the Different Units of the Organisation Assessing Appropriate Staffing of the Different Units according to their Respective Tasks Financial and Budget Management 	<ul style="list-style-type: none"> This course is designed to provide the essential knowledge and skills which will enable States' Officials to design successful strategies in a fast changing environment, as well as to develop and monitor a clear long-term plan of their companies' objectives and implementation issue The Program seeks to provide a holistic view of management techniques for participants to build new managerial skills 	<ul style="list-style-type: none"> Ministry of Transport Officials Directors General of Civil Aviation Administrations (DCA or DGCA) Deputies Directors General of Civil Aviation Administrations (DCA or DGCA) 	Academic course - Russian	5 days (1)	Kiev

Management Training Programme

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
3/MNG	Development of Autonomous Civil Aviation Organisations	<ul style="list-style-type: none"> • Roles and Responsibilities of the Regulator, stressing on the Safety Oversight Function • Performing a comparative analysis of different Autonomous Civil Aviation Organisations • Determining the mission, regulatory and administrative powers and relations of the new autonomous CAA • Analyzing different legal structures for the new autonomous CAA • Budget for the start and running of the new autonomous CAA • Developing a Training Policy and a 3-year Training and Technical Assistance Plan for the new autonomous CAA 	<ul style="list-style-type: none"> • This course is designed to provide the essential knowledge and skills which will enable States' Officials at all levels to adequately plan, manage, control and successfully complete the creation and implementation of an autonomous Civil Aviation Authority and other associated institutional reforms 	<ul style="list-style-type: none"> • Ministry of Transport Officials • Directors General of Civil Aviation Administrations (DCA or DGCA) • Deputies Directors General of Civil Aviation Administrations (DCA or DGCA) 	Academic course - Russian	5 days (1)	Kiev

Management Training Programme

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
6/MNG	Advanced Training on Safety Management Systems(SMS)	<ul style="list-style-type: none"> • Basic Safety Concepts and Remind of What is an SMS • Hazards and Risks • Introduction to the implementation of the SMS • SMS Planning and Operation • Phased Approach to SMS Implementation 	<ul style="list-style-type: none"> • Develop participants' knowledge of safety management concepts and ICAO Standards and Recommended Practices (SARPs) • Develop participants' knowledge to certify and oversee the implementation of key components of a basic SMS in compliance with relevant ICAO SARPs. 	<ul style="list-style-type: none"> • Ministry of Transport Officials • Directors General of Civil Aviation Administrations (DCA or DGCA) • Deputies Directors General of Civil Aviation Administrations (DCA or DGCA) • Managers of Civil Aviation Administration's (DCA or DGCA) involved in the SMS development 	Academic course - Russian	5 days (1)	Kiev

Management Training Programme

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
9/MNG	Management Tools & Skills	<ul style="list-style-type: none"> • Roles and Responsibilities of the Manager, incl. the 3 functions of management • Leadership Skills and Different Styles Depending on Individual Abilities • The role of the manager when it comes to listening and communication • Principles of performance management, including coaching, discipline, effective feed-back • Dealing with conflicts • Phases of team development to create and manage effective teams • Create a motivating team environment • Time Management and Setting effective priorities with your team • Delegation Skills 	<ul style="list-style-type: none"> • This course aims to assist managers to develop their communication skills applicable across functions and responsibilities, thus ensuring higher efficiency and performance within the team they manage 	<ul style="list-style-type: none"> • Managers of Civil Aviation Administration's (DCA or DGCA) 	Academic course - Russian	4 days (2)	Kiev + Almaty

Management Training Programme

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
12/MNG	Quality Management in Civil Aviation	<ul style="list-style-type: none"> • Basic principles of Quality Management • The Existing International Standards (ISOs) and Associated Terminology relating to Quality • Definition of Quality Objectives and Indicators • The Relation Between Quality & Safety Management Systems • Basic Principles of Auditing (Programme Definition, Planning, Conducting, Reporting, Recording and Corrective Measures Implementation/Follow-Up) • Set-Up and Management of Quality Database • Monitoring Quality Level According to Pre-Set Objectives and Indicators 	<ul style="list-style-type: none"> • This course aims to provide participants with sufficient knowledge to understand why & how to develop and implement formal quality management procedures 	<ul style="list-style-type: none"> • Managers of Civil Aviation Administration's (DCA or DGCA) 	Academic course - Russian	4 days (2)	Kiev + Almaty

Management Training Programme

Item	Subject	Content	Purpose	Intended for	Format - Language	Duration (#Session)	Place and Date
1	2	3	4	5	6	7	8
1/ITS	Office Tools and Technical Support	<ul style="list-style-type: none"> Tasks relating to the use of office tools (Analysis, planning, monitoring, reporting) MS Office (Demonstration and practical exercises) <ul style="list-style-type: none"> - Word - Excel - Outlook 	<ul style="list-style-type: none"> This course is designed to provide the essential knowledge and skills in using IT support in different phases of task management: analysis, planning, monitoring and reporting 	<ul style="list-style-type: none"> Managers and Employees of Civil Aviation Administration's (DCA or DGCA) 	In-House Academic course - Russian	3 days (8)	Kiev + Chisinau + Tbilissi + Baku + Erevan + Astana + Bishkek + Dushanbe

Technical Assistance Planning February to July 2011

	Safety			Security	Environment	
	AIRW	OPS	PEL			
.Feb 11	TA to Moldova			Technical Assistance delivery To Tajikistan FEB 1 - 4		.Feb 11
.Mar 11	TA to Moldova Feb 28 - March 4	TA to Kyrgyzstan	TA2 to Ukraine (TBC) 24/2			.Mar 11
.Apr 11			TA3 to Ukraine		TA on ETS, Baku	.Apr 11
.May 11	TA to ARMENIA Q2 / Q3 (TBC)	TA to Kyrgyzstan Q2 / Q3 (TBC)	TA to Azerbaijan Q2/Q3 (TBC)			.May 11
.Jun 11	TA to Kazakhstan	TA to ARMENIA	TA to Tajikistan			.Jun 11
.Jul 11						.Jul 11



Civil Aviation Safety and Security Project

The 2nd Steering Committee meeting

Summary of Discussions

Tbilisi, Georgia

16th September 2010



This Project is funded by the European Union

Table of contents

1. INTRODUCTION	3
2. REPORT ON THE PAST AND UP-COMING ½ YEAR ACTIVITIES	5
3. DISCUSSION AND FEEDBACK FROM THE BENEFICIARIES.....	5
4. DATE AND LOCATION OF NEXT STEERING COMMITTEE MEETING	9
LIST OF PARTICIPANTS	10



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1. INTRODUCTION

Place and duration

The second Steering Committee meeting in the framework of the TRACECA Civil Aviation Safety and Security project took place in the premises of the Ambasadori hotel on the 16th of September 2010 in Tbilisi.

Attendance

The meeting was attended by 8 representatives of 6¹ of the 8 beneficiary States and by observers from EASA and TRACECA Permanent Secretariat. The list of participants is given in **Appendix A**.

Programme management and core team

Ms. Svitlana Didkivska, the Sector Manager of the Delegation of the EC to Ukraine presided over the meeting throughout its duration. Mr. Louis Gerlin, TRACECA Civil Aviation Safety and Security project Team Leader was Secretary of the meeting and was assisted by Mr. Thibault Raison, Project Manager, Mr. Kakhi Kvatashidze, Deputy Team Leader, Mr. Peter Cooper, Security Expert and Ms. Ayce Celikel Environment Expert.

Agenda

Steering Committee participants agreed on to follow all the presentations including those planned for afternoon session and afterwards provide the project team with the feedback towards the progress and activities performed during reporting period.

The Group agreed to the following agenda for organising the work of the Meeting:

9:15 - 9:30	Arrival of participants
9:30 - 9:45	Opening session: <ul style="list-style-type: none"> - Introduction and welcome address to the participants by the hosting country - Introduction and welcome address to the participants by the Programme Manager from EU Delegation in Kiev

¹ Tadjikistan was not able to attend, and the Representative of Kyrgyz Republic was planned to attend but had a last minute impossibility due to flight cancellation.



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9:45 - 10:00	Approval of the agenda
10:00 - 10:45	Reporting on the Project progress during the past 6 months period ² by the Team Leader Discussion and feedback from the Beneficiaries
10:45 - 11:00	Break
11:00 - 12:00	Presentation of the activities planned for the next 6 months period by the Team Leader Discussion and validation by the Steering Committee Approval of Progress Report 3
12:00 - 12:30	Open discussion / Specific issues
12:30 - 14:30	Lunch
14:30 - 15:15	Open space: Each Beneficiary is invited to make a brief presentation of his choice on the Civil Aviation sector at Country or Regional level
15:15 - 16:00	Round table: Presentation and discussion on the up-coming Technical Assistance Plan . Feedback from the Beneficiaries on the options under consideration
16:00 - 16:15	Break
16:15 - 17:00	Discussion/Presentation on the ETS
17:00 - 17:15	Discussion/Presentation on ECAC past Aviation Training Conference
17:15 - 17:45	Round table: Presentation and discussion on the future Study Tours
17:45 - 18:30	Conclusion, fixing date and location of next Steering Committee Meeting



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2. REPORT ON THE PAST AND UP-COMING ½ YEAR ACTIVITIES

Based on the draft Progress Report nr 3, the Team presented:

- The activities conducted during the past reporting period – February to July 2010 (attached as Appendix B)
- The activities planned for the next reporting period – August 2010 to January 2011 (attached as Appendix C)

After the presentations and further discussion, the Steering Committee validated the planned activities for the up-coming period and agreed on approval of Progress Report nr 3

3. DISCUSSION AND FEEDBACK FROM THE BENEFICIARIES

Ukraine

Air operator representatives had the opportunity to attend the workshops and training sessions on ETS organized in the framework of TRACECA Civil Aviation Safety & Security Project and workshop recently organized in Athens. The training sessions have been found very informative and as a result CAA has requested airlines performing flight operations to Europe to prepare their Emission and Tone/Kilometre monitoring plans before August 31, 2010.

It was highlighted that designated competent authorities did not reply on the monitoring plans presented by airline operators. Allocation of competent ETS verifiers is a major concern of the CAA of Ukraine. This situation puts air carriers into difficult situation. This impediment could be raised at political level and addressed to EU DG Climate, pushing them to reply to the relevant letters.

In general, positive results of the all training sessions performed in the framework of the TRACECA are identified. However, practical results should be more visible.

Added value was provided to the National Aviation University throughout all the EU projects; inter alia, Twinning, TEN-TE, and TRACECA. NAU has capacity to train students in different profiles regionally and globally. The idea of establishing cooperative relations with NAU for sustainability was welcomed.

A regional safety oversight organisation is established. Member states are identified as follows: Ukraine, Moldova Azerbaijan Armenia, and Turkey. Georgia expressed its interest for joining regional safety oversight organization.



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From the list with proposed technical assistance options the Civil Aviation Administration is interested in technical assistance in Flight Crew Licensing. The delegate also requests for assistance OJT in OPS and AIR, as well as revision of the AIR handbook. Technical support has been requested on ETS implementation.

EC Delegation to Ukraine

There is a link between DG Climate and the TRACECA project. This contact should be used to make this sensitive issue more visible. The project should continue activities on ETS domain but in another format.

Apart from the TRACECA Civil Aviation project the EC is going to launch twining projects in Armenia and Georgia, TEN-T project in Ukraine is in progress. The project team should arrange coordinating meetings with the above mentioned projects to share information on project activities and to efficiently use available resources.

In the framework of technical assistance working package practical results should be more visible. Technical cooperation activities should be focused on the needs of each individual CAA depending on its the level development.

EASA

EASA highlighted strong request addressed by countries at International Forum to participate to training activities under EASA umbrella. EASA has structured its training plans and is ready for direct relations with beneficiary countries.

It was reminded to the participants that EASA is going to organize OPS Inspectors Training Course in October. The course will be very comprehensive, seats are limited. After deadline it will be difficult to accept participants. Only a few countries expressed interest to participate to the training session.

Georgia

New management is in position to improve institutional framework in Civil Aviation area to fulfil its obligations as provided for the Chicago Convention and establish an appropriately organised, funded and empowered civil aviation system that must be established on the basis of national legislation and structured to effectively fulfil the tasks which are expected to be undertaken.



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It was noted that since 5th March Georgia and the European Union initiated a comprehensive air services agreement between Georgia and the EU. The agreement is very important both for the EU and for Georgia. It will bring aviation relations to an entire new level. Georgia will gradually integrate into the European common aviation area.

Upcoming Institutional Twinning project has been identified as the effective way to provide the assistance through two-way cooperation; it is anticipated to accelerate the capacity building of the Civil Aviation Department.

It was highlighted that TRACECA and Twinning projects will enable Civil Aviation to come in line with EU experience and practices.

From the proposed list with technical assistance options Civil Aviation Department will benefit from high level technical assistance to improve institutional framework.

Azerbaijan

From the proposed list with technical assistance options Civil Aviation Administration will benefit from high level technical assistance to improve institutional framework. Option has been taken on the provision of inspector handbook in AIR, PEL and OPS.

Armenia

Since last SC meeting held in February 2010, progress was brought to the national legislation, enabling the National Regulator to implement regulatory requirements in English language.

Theoretical trainings aiming at improving general awareness on EU regulatory requirements in safety area have a positive impact on aviation in Armenia. At the end of the activities visible progress should be obtained in practical application of theoretical knowledge in the areas of AIR, OPS and FCL. Lack of practical exercises for inspectors this is a major concern addressed during SC meeting. However, organization of OJT for CAA personnel is part of the upcoming twinning project.

Some beneficiary countries of TRACECA project entered into the working arrangements with EASA and therefore technical cooperation should be focused on the needs of each individual CAA depending on its the level development.

The national air carrier has started operating of Boeing 737 type aircraft. To effectively fulfil its responsibilities the State civil aviation must be properly staffed with qualified airworthiness personnel capable of accomplishing the required wide range of technical duties involved in safety oversight. With this respect technical assistance in terms of training of the airworthiness inspectors for Boeing 737 will be welcome.



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Moldova

The effectiveness of project activities has been widely discussed amongst the participants of all training sessions. Based on the feedback provided by trainees, training sessions were found to be very positive measure for improving theoretical knowledge in the respective areas. However, the main concern is the lack of experience in exercising practical application of regulatory requirements in the areas of AIR, OPS and FCL.

From the proposed list with technical assistance options Civil Aviation Department will benefit from:

Part 66 license conversion procedure.

Developing of the CAP based on EASA validation mission findings in the field of AIR and investigation of accident / incident.

Kazakhstan

New Aviation Law is already drafted and sent to the parliament for formal approval. The primary legislation empowers CAA to certify all the service providers according to national regulatory requirements.

Technical assistance proposals will be discussed internally in the CAA and national focal point will provide the project team with feedback.

Kyrgyzstan and Tajikistan

Telephone discussions have to be initiated with relevant SC members for identification needs for further TA.

TRACECA Team

Part of the requests addressed by the Beneficiaries is based on a proposed list sent prior to the meeting. The team would also like to stress on the fact that Technical Assistance can be delivered on other themes than those which were proposed.



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4. DATE AND LOCATION OF NEXT STEERING COMMITTEE MEETING

After discussion, it was proposed to hold next Steering Committee Meeting on last week of February 2011. Location in Kiev was considered. Moldova renewed its offer to host the Steering Committee Meeting in Chisinau. At the end of the meeting the question of final location was left open for the time, to be decided later between Kiev and Chisinau.



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Appendix A.**List of participants****Participants:**

- EU Delegation to Ukraine

Ms. Svitlana Didkivska

- EU Delegation to Georgia

Mr. Erik Eriksson

- EU Monitoring programme

Mr. Vadim Kuzyk

- EASA

Mr. Dieter Gaupmann

- TRACECA Permanent Secretariat

Mr. Anar Ismail

- TRACECA Civil Aviation Project

Mr. Thibault Raison

Mr. Louis Gerlin

Mr. Kakhi Kvatashidze

Mr. Peter Cooper

Ms. Ayce Celikel

- Beneficiary countries

Mr. Eldar Baghirzada (Azerbaijan)

Mr. Dmytro Babeichuk (Ukraine)

Mr. David Jamaspishvili (Georgia)

Mr. Victor Gogorishvili (Georgia)

Mr. Serob Karapetyan (Armenia)

Ms. Silvia Railean (Moldova)

Mr. Samat Zhassuzakov (Kazakhstan)



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 **TRACECA Civil Aviation Safety & Security Project**

A programme implemented with the financial support of the European Union

2nd Steering Committee Meeting
Tbilisi, 16-Sep-2010
Project Progress during the past 6 months

Presented by

Prepared by Egis Avia at the request of the European Commission. The findings, conclusions and interpretations expressed are those of Egis Avia alone and should in no way be taken to reflect the policies or opinions of the European Commission

 **TRACECA Civil Aviation Project** 

Scope of Steering Committee Meeting:

- Hear Team's report on Project progress since the start
- Hear Team's presentation of Project planned activities for the next 6 months
- Validate actions undertaken and validate or amend further orientations. Approve Progress Report nr 3
- Presentations and Discussions on thematic issues

Steering Committee meeting – Kiev – 25/02/2010

 **SC Meeting Proposed Agenda** 

1. Opening session / welcome to Participants
2. Approval of the agenda
3. Reporting on Project Progress since start
4. Discussion, feedback and approval
5. Presentation of next planned activities
6. Discussion, validation by SC
7. Thematic issues (Beneficiaries' word, TA plan, ENV, Study Tour)
8. Conclusion, date & location of next SC meeting

Steering Committee meeting – Kiev – 25/02/2010

 **TRACECA Civil Aviation Project** 

Activities - 4 Work Packages (WP):


WP1: Assessment of current situation in the 9 benef. Civil Aviations Reports / Need analysis

WP2: General English language courses
 Technical English language courses
 Technical Trainings AIRW, OPS, FCL, SEC, ENV

WP3: Provision of events, training, support "Management level"
 Organisation of study tours for managers (Capacity-building)

WP4: Implementation of communication plan, incl. Website
 Newsletter & regional meetings

Steering Committee meeting – Tbilisi – 16/09/2010



 **Activity during the reporting period** 

WP 2 – English & technical training

- Technical English Training Courses completed (last session delivered 8 to 19/02 in Kiev)
- Technical Training Courses delivered as follows:
 - All courses for Airworthiness (10 courses)
 - 6 courses out of 8 for Safety-OPS
 - 4 courses out of 5 for Personnel Licensing
 - 3 courses out of 6 for Security
 - 6 courses out of 9 for Environment

i.e. 29 courses out of 38 = 76 %

Steering Committee meeting – Tbilisi – 16/09/2010 (*) Except Uzbekistan

 **TRACECA Civil Aviation Project** 

WP2 - English training results

	Participants	Assessments in %	
		Excellent	Good
General Aviation English Language	95	73	25
Technical Aviation English Language	55	88	12
Total Aviation English	150	80	19

Steering Committee meeting – Tbilisi – 16/09/2010



TRACECA Civil Aviation Project



WP2 – Technical training stats

Code	Courses	Days	Participants		Trainee.days	Average attend.
			Trainees	Countries		
AIR	10	14	166	8	231	16,6
OPS	6	16	73	5 to 8	200	12,2
FCL	4	10	55	6 to 8	135	13,8
SEC	3	16	44	7 to 8	237	14,7
ENV	6	10	105	8	175	17,5
TOTAL	29	66	443	5 to 8	978	15,3

Steering Committee meeting - Tbilisi - 16/09/2010



TRACECA Civil Aviation Project



WP3 - Events and support activities

- Management training programme finalised
- Events with participation facilitated by the Project:
 - ✓ 27-29/04: EASA International Cooperation Forum in Dubai - 5 participants from 4 Beneficiaries
 - ✓ 24-25/06: ECAC Aviation Training Conference in Istanbul
 - ✓ 29-30/06: EASA Pan-European Partner Workshop in Cologne - 5 participants from 5 Beneficiaries

Steering Committee meeting - Tbilisi - 16/09/2010



TRACECA Civil Aviation Project



WP3 - Events and support activities

- Specific Expertise Support (TA missions):
 - ✓ 11-14/05: SEC mission in Chisinau airport (prepare ICAO audit, implement body-scanners)
 - ✓ 28/5 to 4/6: SEC mission in Yerevan Zvartnots (prepare ICAO audit, implement body-scanners, add. training)
 - ✓ 26-27/7: ENV mission on ETS in Tbilisi for Georgian and Armenian participants
 - ✓ 29-30/7: ENV mission on ETS in Kiev for Ukrainian and Moldovan participants

Steering Committee meeting - Tbilisi - 16/09/2010



TRACECA Civil Aviation Project



WP4 - Communication & visibility

- Website active
- 1st Newsletter issued
- 2nd Newsletter prepared
Will be finalised after present SC Meeting



Steering Committee meeting - Tbilisi - 16/09/2010



TRACECA Civil Aviation Project



Summary of progress since Project Start:

WP1:	9 survey visits	Done
	Reports / Need analysis	Done
WP2:	Gen. English courses	Done. 8 courses
	Tech. English courses	Done. 5 courses
	Technical Trainings	76% delivered
WP3:	Provision of events & TA	6 Events & 5 TA
	Management training	In preparation
	Study tours	Planned 2011
WP4:	Communication plan	Done
	Website	Operational
	Newsletter	1 st Issued, 2 nd ready

Steering Committee meeting - Tbilisi - 16/09/2010



TRACECA Civil Aviation Project



General comments

- The trainers expressed their satisfaction on assiduity of trainees, and participation of all countries
- In the starting TA actions, clear interest was shown for new devices/dispositions, particularly in the area of Security
- TA in Safety for the Kyrgyz Republic was unfortunately temporarily suspended due to the events, but will resume soon

Steering Committee meeting - Tbilisi - 16/09/2010



 **TRACECA Civil Aviation Safety & Security Project**

A programme implemented with the financial support of the European Union

**2nd Steering Committee Meeting
Tbilisi - 16-Sep-2010
Planning for the next 6 months**

Presented by

Prepared by Egis Avia at the request of the European Commission. The findings, conclusions and interpretations expressed are those of Egis Avia alone and should in no way be taken to reflect the policies or opinions of the European Commission

 **TRACECA Civil Aviation Project** 

Activities planned next reporting period:

WP1: Assessment of current situation in the 9 benef. Civil Aviations Reports / Need analysis

WP2: General English language courses
Technical English language courses
Remaining Technical Trainings in OPS, FCL, SEC, ENV

WP3: Further events and training/support "Management level"
Start preparing 2 study tours for managers

WP4: Implementation of communication plan, incl. Website up-date
Newsletter 2 (finalise) and 3 (prepare)

Steering Committee meeting – Tbilisi – 16/09/2010

 **TRACECA Civil Aviation Project** 



WP 2 – up-coming training

Continue & complete Technical Training Courses

- ✓ 2 remaining courses for Safety-OPS
- ✓ 1 remaining course for Personnel Licensing
- ✓ 3 remaining courses for Security
- ✓ 3 remaining courses for Environment

Timeframe: September-October 2010

Steering Committee meeting – Tbilisi – 16/09/2010

 **TRACECA Civil Aviation Project** 

WP 3 - Up-coming activities

Management training programme:

- **Programme finalised based on:**
 - Three levels for each Authority: Top, Middle and Training management.
 - Top Mgt trainings split into: CAA mgt / gen. mgt (HR, Time, ...)
 - For Middle management, delivered regionally and split into: Management and computer tools
 - For Training management, courses in two parts: courses for training organisers and courses for instructors

Steering Committee meeting – Tbilisi – 16/09/2010

 **TRACECA Civil Aviation Project** 

WP 3 - Up-coming activities

Provision of specific expertise support:

- **Comprehensive TA Plan** prepared, by area and by country. Ready to be discussed in the afternoon
 - Includes actions in SAFETY, SECURITY and ENVIRONMENT (ETS)
 - SEC TA likely to be needed on airport project in Dushanbe. Contacts initiated with contractors SOFEMA & ALPHAAIRPORT. Further contacts welcome
 - Short Term TA mission planned in the area of Security for Ukraine, as support to prepare the Euro 2012 Cup

Steering Committee meeting – Tbilisi – 16/09/2010

 **TRACECA Civil Aviation Project** 

WP 4 - Up-coming activities

Website:

- **Up-dating the website with all up-coming activities, past activities and publications. This will be permanent until the end of the project**

Newsletters:

- **Finalise & issue Newsletter 2**
- **Start preparing next Newsletter** (every 6 months)

Distribution:

- 2 x 20 for Each TRACECA secretariat (Eng. + Rus)
- 2 x 10 for Each EU Delegation (Eng. + Rus)

Steering Committee meeting – Tbilisi – 16/09/2010

A square image with a sunset background. The sun is low on the horizon, creating a bright orange glow that transitions into a darker blue and purple sky. The water in the foreground is dark and reflects the colors of the sky. The text "THANK YOU FOR YOUR ATTENTION" is written in a bold, red, serif font, centered in the upper half of the image.

**THANK YOU
FOR
YOUR ATTENTION**



A programme implemented
with the financial support of
the European Union

TRACECA Civil Aviation Safety & Security Project

Project Presentation Brussels – 08 December 2010

Presented by



Prepared by Egis Avia at the request of the European Commission. The findings, conclusions and interpretations expressed are those of Egis Avia alone and should in no way be taken to reflect the policies or opinions of the European Commission



TRACECA Civil
Aviation Project

CONTRACTOR



EU Consortium:

- Egis Avia
 - Lufthansa Consulting Germany
 - NLR
 - AVSEC
- France
- The Netherlands
- United Kingdom



TRACECA Civil
Aviation Project

TRACECA



Civil Aviation Project

Project Objectives:

- Improve Air Transport Safety, Security and Environmental issues through harmonisation with EU regulation & practices

Beneficiary Countries:

- Ukraine, Moldova, Georgia, Armenia, Azerbaijan, Kazakhstan, Kyrgyzstan, Tajikistan and Uzbekistan



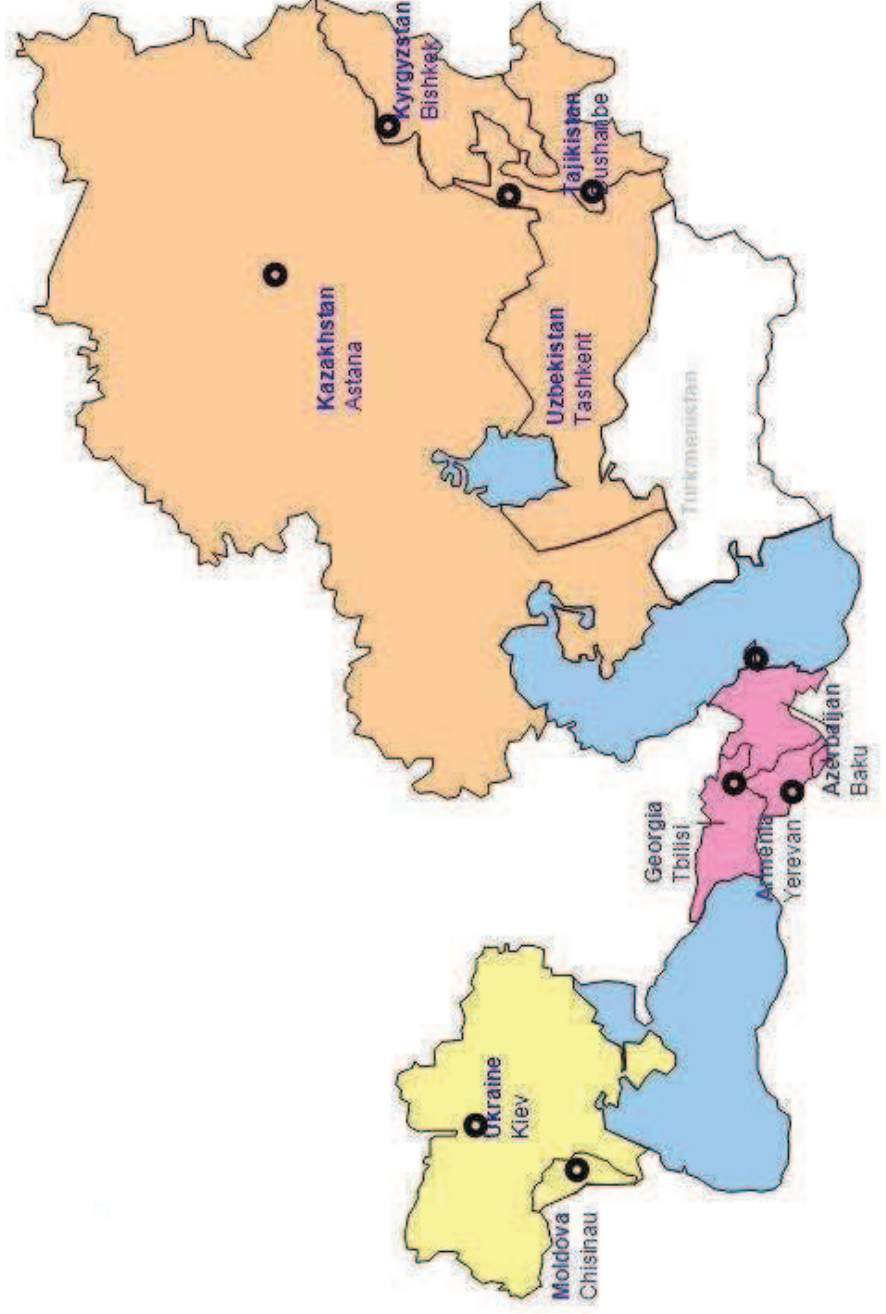
TRACECA Civil
Aviation Project

TRACECA



Civil Aviation Project

Ukraine, Moldova, Georgia, Armenia, Azerbaijan, Kazakhstan, Kyrgyzstan, Tajikistan & Uzbekistan



TRACECA meeting – Brussels – 08/12/2010



TRACECA Civil
Aviation Project

TRACECA

A 3 Years Project



Activities - 4 Work Packages (WP):

WP1: Assessment of current situation in the 9 benef. Civil Aviations
Establishment of the Work Plan

WP2: Provision of English language courses
Provision of training “Technical level”

WP3: Provision of events, training, support “Management level”
Organisation of study tours for managers (Capacity-building)

WP4: Implementation of communication plan, incl. Website
Newsletter & regional meetings

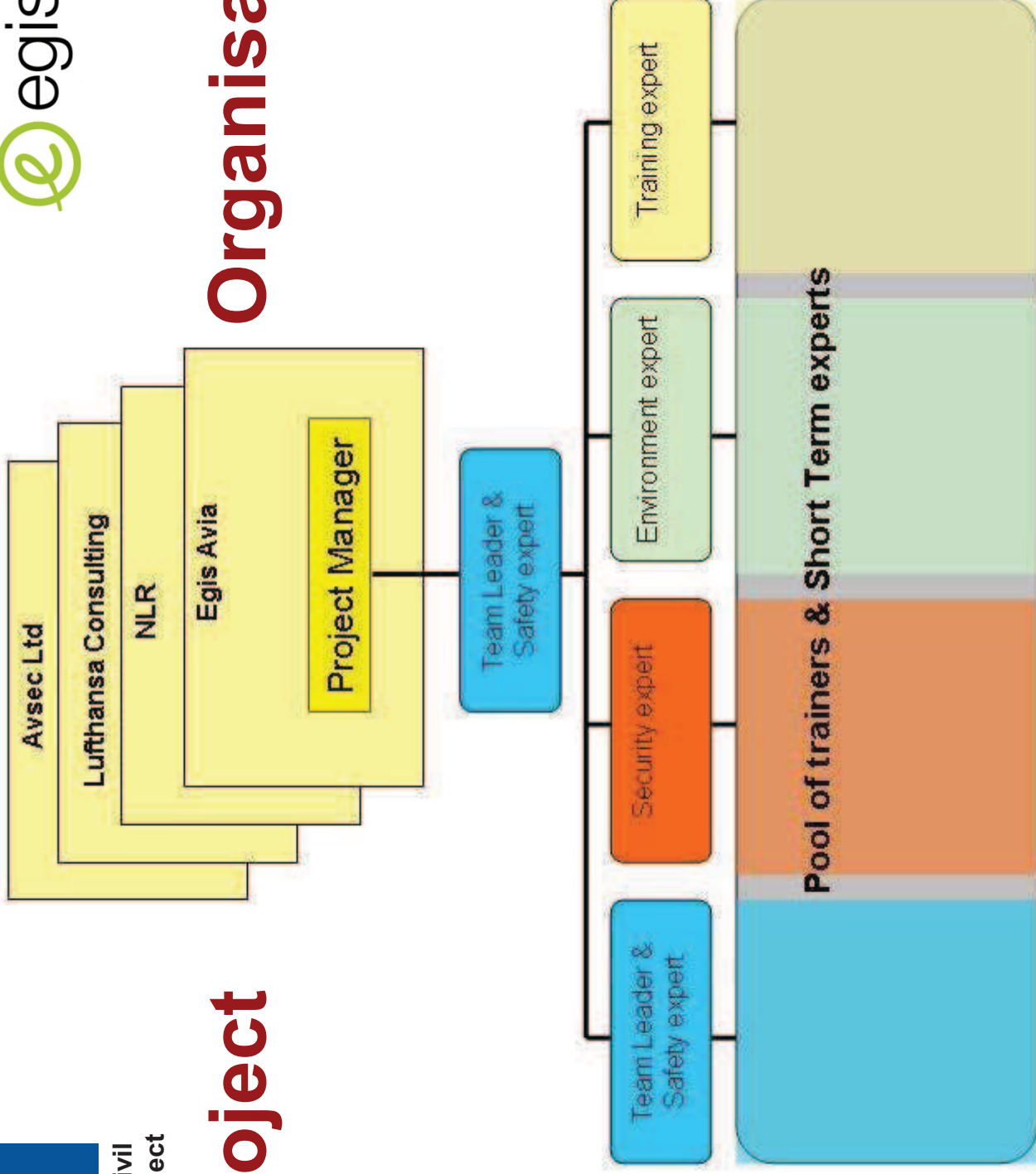


TRACECA Civil
Aviation Project



Project

Organisation





TRACECA Civil
Aviation Project

TRACECA

A 3 Years Project



Workload:

- Team Leader / Safety 600 man.days
- Security expert 500 man.days
- Environment expert 400 man.days
- Training expert 300 man.days
- + Training & short-term expertise



TRACECA Civil
Aviation Project

Status & Remaining Activities



2009 - 2010 - 2011

Status

WP1: Assessment of current situation and
Establishment of the Work Plan

Completed

WP2: Provision of English language courses
Provision of trainings “Technical level”

Completed

WP3: Provision of events, training, support
“Management level” and Organisation of study tours
for managers (Capacity-building)

In Progress
till mid 2011

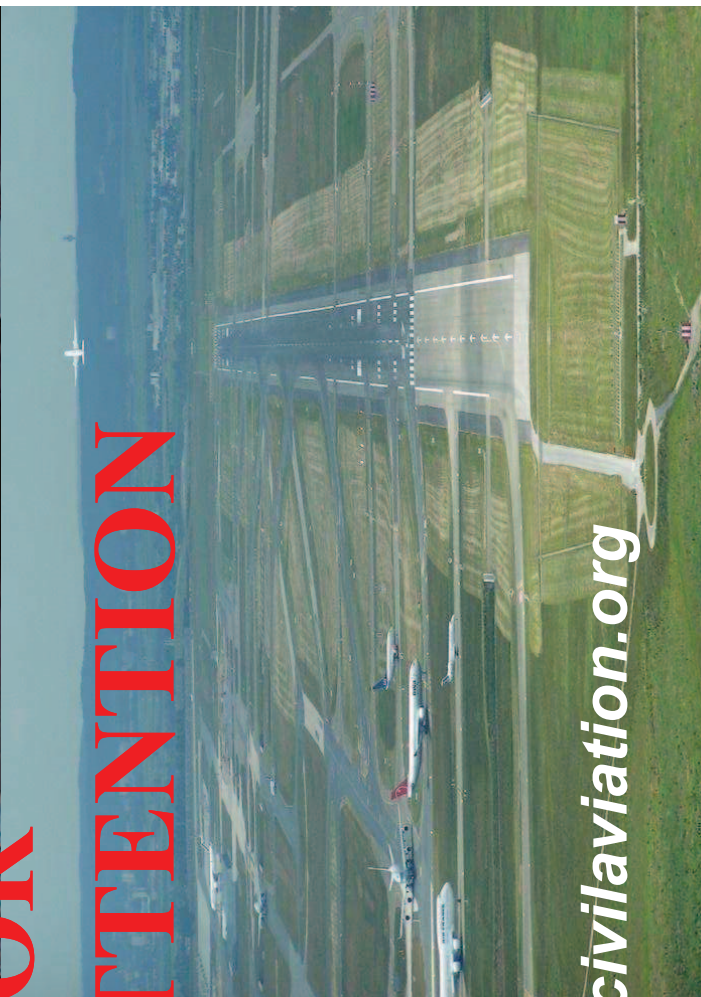
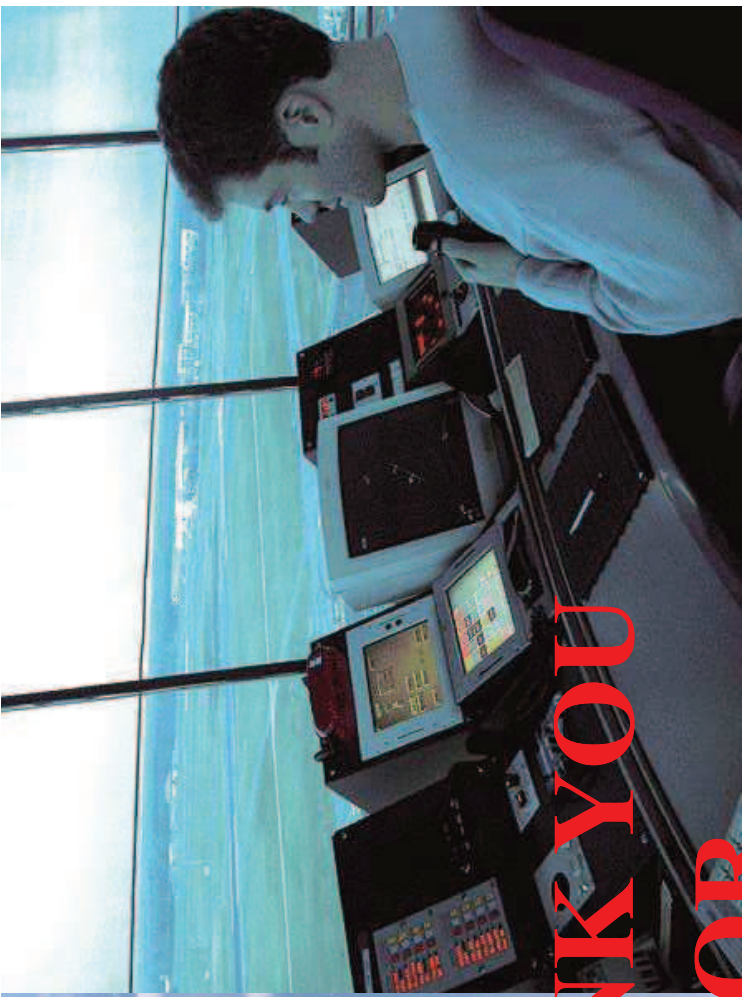
WP4: Communication / Website

On-going



KEY ISSUES

- Assist countries subject to EU operating ban (“*blacklist*”) to lift the ban
- Assist relevant countries in their convergence process with EASA (Implement Working Arrangements)
- Ensure good coordination with other projects to avoid duplication of actions and ensure complementarities



THANK YOU
FOR
YOUR ATTENTION

www.tracecivillaviation.org

Training statistics

	Code	Course	Courses	Days	Participants		Trainee.days	Average attend.
					Countries	Trainees		
1	1/AIR	General principles used with regard to aircraft safety, certification and continued airworthiness	1	1	8	11	11	
2	2/AIR	Certification procedures, including approval of design changes and repairs	1	1	8	18	18	
3	3/AIR	Issuance of certificate of airworthiness	1	1	8	18	18	
4	4/AIR	Issuance of permit to fly	1	1	8	18	18	
5	5/AIR	Approval of MMEL/MEL and other operator's documentation	1	1	8	18	18	
6	6/AIR	Human factor in maintenance	1	2	8	18	36	
7	7/AIR	Audit methodology	1	1	8	18	18	
8	8/AIR	Aircraft continuing airworthiness	1	2	8	18	36	
9	9/AIR	Aircraft maintenance	1	2	8	18	36	
10	10/AIR	Airworthiness department organisation	1	2	8	11	22	
Sub-total AIR			10	14		166	231	16,6
11	1/OPS	EU-OPS 1	1	2	5	10	20	
12	2/OPS	ICAO Annex 6	1	3	8	15	45	
13	4/OPS	Audit techniques in relation to OPS	1	3	8	15	45	
14	5/OPS	Air Operations department organisation	1	2	8	9	18	
15	6/OPS	Safety Management System	1	3	8	9	27	
16	9/OPS	Human factors in Aviation	1	3	7	15	45	
17	7/OPS	Familiar. Safety Assessment of Foreign Aircraft (SAFA)	1	4	8	18	72	
Sub-total OPS			7	20		91	272	13,0
18	1/FCL	JAR-FCL	1	2	8	15	30	
19	2/FCL	ICAO Annex 1	1	3	6	11	33	
20	4/FCL	PEL department organisation	1	2	8	15	30	
21	5/FCL	Human factor in aviation	1	3	8	14	42	
22	6/FCL	Audit techniques in relation to FCL	1	5	6	11	55	
Sub-total FCL			5	15		66	190	13,2
23	2/SEC	National Inspector/Auditor course for Dangerous Goods by Air	1	6	8	15	90	
24	4/SEC	The development of a National Aviation Security Programme (NASP)	1	3	8	14	42	
25	5/SEC	Airport and Airline Security managers course	1	7	7	15	105	
26	6/SEC	Cargo security managers course	1	4	8	17	68	
27	7/SEC	Dangerous goods training to Level 6 (acceptance) level	1	5	8	19	95	
28	1/SEC	National Inspector /Auditor course for security	1	7	7	15	105	
Sub-total SEC			6	32		95	237	15,8
29	2/ENV	Basic concepts	1	2	8	16	32	
30	3/ENV	Basic concepts	1	2	8	16	32	
31	4/ENV	Basic concepts	1	1	8	16	16	
32	7/ENV	Best Practices	1	2	8	19	38	
33	8/ENV	Best Practices	1	2	8	19	38	
34	9/ENV	Best Practices	1	1	8	19	19	
35	5/ENV	Bird Control and Management	1	1	6	13	13	
36	6/ENV	Noise emissions and air quality	1	2	6	13	26	
37	10/ENV	Ground De-icing/Anti-icing Operations	1	1	6	13	13	
Sub-total ENV			9	14		144	227	16,0
TOTAL			37	95		562	1157	15,2

73	5 to 8	200	12.2
55	6 to 8	135	13.8
294	5 to 8	566	14.7

For this occasion, our **TRACECA** Civil Aviation Project was well represented with 5 participants from 4 Beneficiary countries at the International Cooperation Forum.



EASA PAN-EUROPEAN PARTNER WORKSHOP IN COLOGNE, 29-30 JUNE 2010

This event was organised by EASA for all countries having Working Arrangements with EASA (i.e. former JAA states).

Within this event the states are invited to share their own experiences after JAA ceased to exist and to discuss ways to enhance cooperation amongst them, EASA and other European Institutions.

This event was of interest for the 5 Project Beneficiaries having Working Arrangements with EASA: Ukraine, Moldova, Armenia, Georgia and Azerbaijan.

The Project thanks of all 5 of them for their participation to the event that was highly appreciated.

It provided opportunities of mutual exchanges, as well as exchanges with countries of the Western Balkans also involved in an EU regulatory convergence process.



BAI
In Aviation
International
(UAE).
legates

- Project Update
- Study Tours
- Steering Committee
- Coordination with ICAO EUR/NAT office
- Progress on Environment
- Technical Training courses in the area of Safety
- EASA International Cooperation Forum in Dubai (UAE), 27 to 29 April 2010
- EASA Pan-European Partner Workshop in Cologne, 29-30 June 2010

OCTOBER 2010



INTRODUCTION

This is our second newsletter which is designed to give all the readers an update on past, current and future activities of the project team.

It will continue to be published in both English and Russian to ensure it can be enjoyed by the widest possible audience.

You will see that as we near the end of the technical training phase, which covered safety, security and environment, we have already commenced a number of technical assistance missions.

The core team has changed in the last few months as we said goodbye to our training expert Mr Marian Bujnowski who has completed his role in the project and returned to his native Poland.

The team also said goodbye to our environment expert, Ms Ayce Celikel, who is pregnant and now has to remain in Paris. We wish her the very best for the forthcoming arrival of her first child.

*We hope you enjoy reading this newsletter and look forward to working with you to ensure the continuing success of the **TRACECA** project.*

L. Gerlin, K. Kvatahidze, P. Cooper, O. Tatarnikova



PROJECT UPDATE

The past 6 months have been a busy period for the project with the technical training being conducted in the areas of safety, security and environment and at the same time a number of technical assistance missions being carried out.

There will be a further phase of training which will begin in February 2011 which will be divided into three distinct areas.

- Top level management training designed for senior personnel who operate at a strategic level within the aviation regulatory framework. This training will be delivered in Russian.
- Middle management training for operational managers working in Civil Aviation Authorities or Ministries.
- A series of train the trainer courses designed for staff involved in the development, assessment and regulation of mandatory training within the aviation sector.

ST

The **TRACECA** first one likely

The provisiona Cologne, Paris staff from EASA those responsi

It will also allo oversight of air

The second too opportunity to for a Country m

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A study tour h for the benefit

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It is hoped th major sporting

countries as pa

Iran	Deputy Director of Air Transportation Regulation and Licensing Department	General department of Civil Aviation at the Government of the republic of Armenia
Madaliyev	Main specialist	CAA
Haradze	Head of Flights Standard and Certification Division	UTA
uzakov	Head of Department	CAA Committee Ministry of Transport & Communication
mov	Head of Aviation Security sector	CA department
tki	Senior Specialist, International Relations Division	CAA
ov	Deputy Head	Ministry of Transport and communications of the Republic of Tajikistan General authority of Civil Aviation
k	Executive expert of International project Sector	The State Aviation Administration of the Ministry of Transport and Communications of Ukraine

gave a good opportunity to identify areas of technical assistance that the project can provide.

The committee and the core team were grateful for the help and hospitality provided by the Georgian Authorities.

COORDINATION WITH ICAO EUR/NAT OFFICE

On April 19th in Paris a meeting was held with the ICAO EUR/NAT Regional Office officials for formal coordination.

At present stage it allowed to exchange information on providing specific expertise support (Technical Assistance) to the respective beneficiary States.

At further stages of the Project exchange of contacts with the Safety regional officer can become useful, taking into account ICAO safety concerns and needs expressed by the countries, to finalise full Technical Assistance plan and schedule delivery of specific expertise support to the Civil Aviation Authorities concerned.



Environment area

Initial environmental training program included 9 different environmental training courses. These courses were chosen after a detailed analysis of the training needs in each of the beneficiary countries.



These trainings are grouped into three workshop sessions. The first environmental workshop was held in Tbilisi during 17–21st of May.

This first session focused on basic concepts of environmental concerns related to aviation, Legal framework for environment in Europe and ICAO, Environmental Policy, Introduction to Environmental Management Systems (EMS), Collaborative Environmental Management (CEM) and Guidance on European best practices.

Second workshop is organised in Kiev 5–9th of July at the ICAO Training Institute in Kiev.

Following the first environmental awareness workshop, the second one was more technical level.



sions, ICAO Circular 303 including Operational Opportunities to Minimise Fuel Use and Reduce Emission, and ETS.

During the training there was also site visit in the NAU Hangar where participants had a practical exercise.

ENVIRONMENTAL TECHNICAL ASSISTANCE

ETS

During the assessment phase of the project ETS is defined as one of the priority areas in the environment section of the project. Therefore technical assistance is being provided in this area. In order to help our Beneficiaries to be prepared for the ETS verification and reporting cycle which is already started in 2010 several workshops are organised. As, it is important to meet the requirements of the EU ETS directive before the submissions date MRG plans is due.

Technical assistance team will provide support and guidance to help Benefici-



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